

FISCAL YEAR 2008 - 2009
BUDGET
AS ADOPTED BY CITY COUNCIL



VIRG BERNERO, MAYOR

LANSING CITY GOVERNMENT

Fiscal Year July 1, 2008 - June 30, 2009

MAYOR

Virg Bernero

CITY COUNCIL

Brian Jeffries, Council President, At Large

Derrick Quinney, Council Vice President, At Large

Carol Wood, At Large

Kathy Dunbar, At Large

Eric Hewitt, 1st Ward

Sandy Allen - 2nd Ward

A'Lynne Robinson - 3rd Ward

Tim Kaltenbach - 4th Ward

CLERK

Chris Swope

DISTRICT COURT JUDGES

Frank J. DeLuca, Chief Judge

Patrick F. Cherry

Charles F. Filice

Amy Krause

Louise Alderson

OFFICERS

City Assessor.....	Maria Irish
City Attorney.....	Brigham Smith
City Treasurer.....	Antonia Kraus
Chief of Staff/Finance Director.....	Gerald W. Ambrose
Police Chief.....	Mark Alley
Fire Chief.....	Tom Cochran
Planning & Neighborhood Development Director.....	Bob Johnson
Public Services Director.....	Chad A. Gamble
Parks & Recreation Director.....	Murdock Jemerson
Court Administrator.....	Anethia Brewer
Human Relations & Community Service Director.....	Joan Jackson Johnson
Human Resources Director.....	Terri Singleton
Internal Auditor.....	Arnold Yerxa

Citizens of Lansing

City Clerk

City Council

Mayor

54-A District Court

City
TV

Internal
Audit

City Attorney's
Office

Police

Fire

Planning &
Neighborhood
Development

Economic
Development

Public
Services

Parks &
Recreation

Human Relations
and Community
Services

Patrol
Crime Investigation
Community Policing
Detention

Suppression
Prevention
Emergency Mgmt

Planning
Zoning
Code Compliance
Housing/Neighborhoods
Building Safety
Parking
Transportation

Economic Dev. Corp.
LEPFA
Principal Shopping Dist.
TIFA

Roads/Sidewalks
Sewers/Treatment
Trash/Recycling

Parks/Forestry
Recreation Programs
Community Centers
Cemeteries

Grant Writing Assist.
Human Serv. Grants
Police Internal Inv.

Finance

Tax Services
Accounting/Budget/Payroll
Purchasing
Property Management & Fleet
Information Technology
Community Media Center

Human Resources

Recruitment
Training
Labor Relations
Benefits
Equal Opportunity

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City of Lansing Fiscal Year 2008/2009 Adopted Budget

Serving as Michigan's capital since 1848, the City of Lansing was incorporated in 1859 and operates under provisions of Public Act 279 of 1909, as amended (the "Home Rule City Act"). The City incorporates 34.7 square miles and is located in the lower middle of Michigan's Lower Peninsula and operates under a strong mayor form of government established by 1978 Charter revision.

Lansing is a mature core city with a population of 119,286, according to the revised 2000 census, and offers a full range of services. The City operates police headquarters and two precincts with over 300 sworn police officers; nine fire stations with a fire protection force of over 200; over 300 miles of sanitary sewers, 217 miles of storm sewers, and 200 miles of combined sewers; over 400 miles of roads; 114 parks; a District Court; and support for human services and cultural events. The City's main sources of revenue are property taxes, income taxes, State revenue sharing, Federal entitlement grants, and charges for services, including utility billings.

Budget Process

The City's fiscal year is July 1 through June 30. The FY 2008/2009 budget takes effect July 1, 2008.

In accordance with the State Uniform Budgeting and Accounting Act (P.A. 2 of 1968), as amended, and the City Charter, the Mayor submitted a proposed budget for FY 2008/2009 to the City Council on March 24, 2008. After holding televised hearings and a public hearing, the City Council adopted the budget with some amendments on May 12, 2008. Exercising line item veto authority granted by the City Charter, the Mayor vetoed two of the amendments, and Council failed to override the veto.

A copy of the FY 2008/2009 budget resolution and the Mayor's Veto are presented in the "Budget Resolution and Schedule of Fee Changes" section (page 107) of this budget document. Copies of the Mayor's proposed budget can be obtained on the City's website, by contacting the Budget Office at 124 W. Michigan Ave., Lansing, MI, 48933, or by calling (517) 483-4500.

Budget Summary

The FY 2008/2009 budget for the City is \$199,754,928 for all funds and \$113,737,000 for the General Fund. The budget represents a 3.8% increase from the FY 2007/2008 adopted budget for all funds and a 1.6% increase over the FY 2007/2008 adopted budget for the General Fund.

The budget places priorities on public safety, strong neighborhoods, and economic development. In light of a significant, ongoing imbalance between revenue and expenditures, posed by State and economic constraints on revenues and escalating fringe benefit and energy costs, the FY 2008/2009 budget, as adopted by City Council, includes a \$3.35 million cost reduction factor to be achieved through negotiations with the City's unions, to make changes

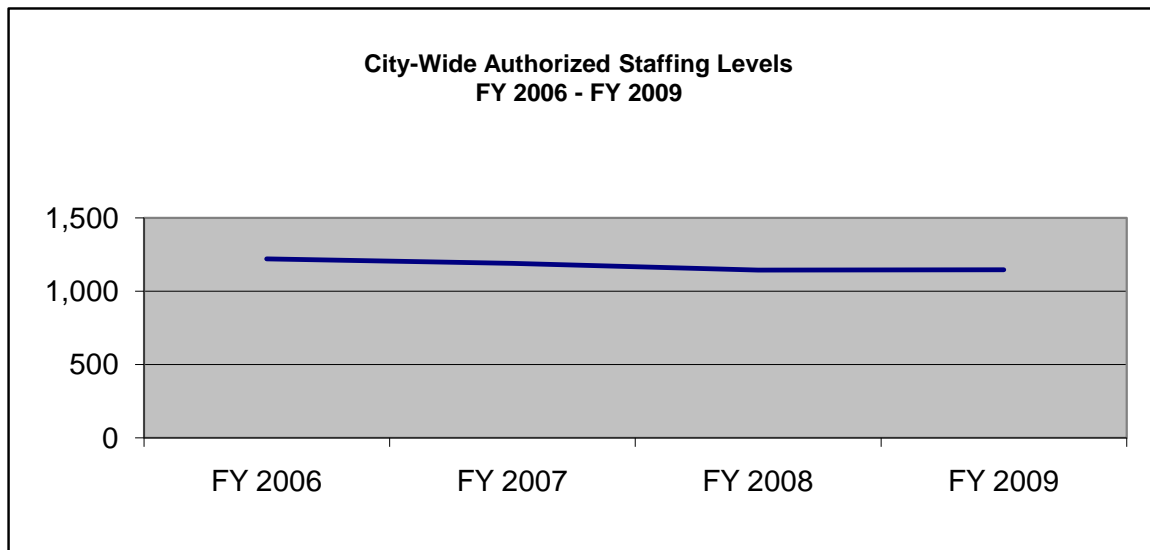
necessary to bring the growth of compensation costs in line with revenue growth. In the event that agreements are not reached which reduce the increase in costs related to employee compensation, staffing reductions would become necessary, with as many as 50 of the City's 1,147 positions affected.

Other highlights of the budget include:

- No increase in the property tax millage rate (for a breakdown of the property tax millage rate, please see the Budget Resolution found on page 108)
- No use of General Fund reserves
- The opening of a long-anticipated Southside Community Center
- Implementation of the Homestead Improvement Program – incentive grants to homeowners to for housing improvements
- The introduction of the Neighborhood Empowerment Center – a one-stop housing services center
- Design Lansing Project – an update of the City's Master Plan
- The addition of one (1) police officer position
- Initiation of a Community Media Center, funded through Public Education and Government grants
- Consolidation feasibility studies for the City's two police precincts and two of the City's fire stations

More detailed information, as well as other changes contained in the budget, can be found in the Department Summaries section of this budget document.

**Summary of Full-Time Positions by Department
(Includes Elected Officials)**



	<u>FY 2006 Adopted</u>	<u>FY 2007 Adopted</u>	<u>FY 2008 Adopted</u>	<u>FY 2009 Adopted</u>
City Council	12.00	11.00	11.00	11.00
City TV	2.00	2.00	2.00	2.00
Internal Audit	2.00	2.00	2.00	2.00 ⁽¹⁾
Clerk Staff	7.00	7.00	7.00	7.00
Court/Probation Staff	55.00	55.00	53.00	53.00
Mayor Staff	7.00	5.00	5.00	5.00
Planning & Neighborhood Development	102.00	97.00	90.00	90.00
Finance	111.75	129.00	118.00	118.00 ⁽²⁾
Human Resources	12.00	14.00	14.00	14.00
City Attorney	12.00	12.00	12.00	12.00
Police	337.00	338.00	342.00	343.00 ⁽²⁾
Fire	235.00	235.00	235.00	235.00 ⁽³⁾
Public Service	219.00	188.00	181.00	181.00
Human Relations & Community Services	10.00	9.00	8.00	8.00
Parks & Recreation	96.00	86.00	65.00	66.00 ⁽⁴⁾
Total Authorized	1,219.75	1,190.00	1,145.00	1,147.00 ⁽⁵⁾

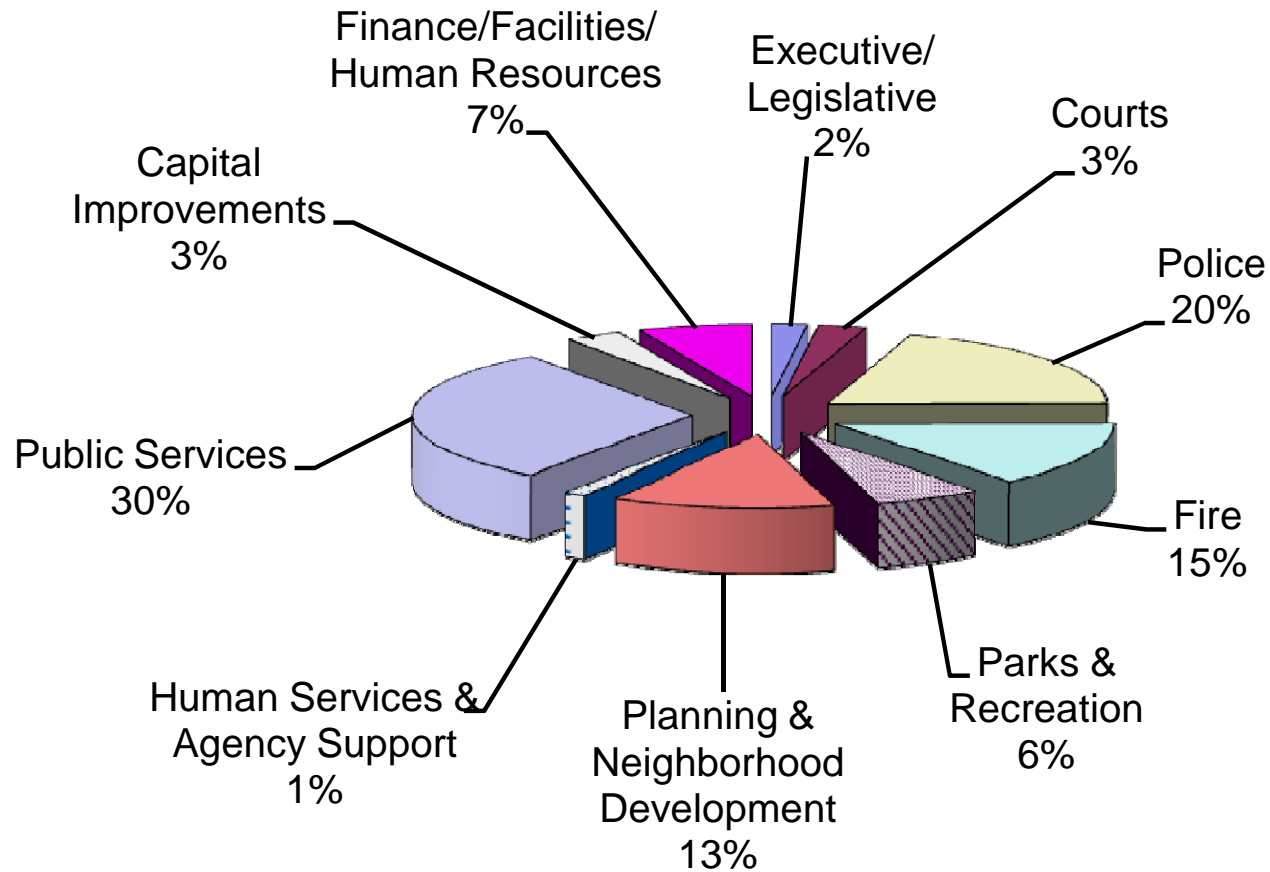
⁽¹⁾ One (1) authorized position is not budgeted in FY 2009, nor was it budgeted in FY 2007 or FY 2008.

⁽²⁾ One (1) authorized position is not budgeted in FY 2009, nor FY 2008.

⁽³⁾ Sixteen (16) authorized positions are not budgeted in FY 2009, which remains unchanged since FY 2006.

⁽⁴⁾ Eighteen (18) Parks Zoo positions were transferred to Ingham County for FY 2008.

Fiscal Year 2008/2009 City-Wide Budget \$199,754,928



FY 2008/2009 City-Wide Budget by Department/Service Type

<u>Department</u>	<u>General Fund</u>	<u>Other Funds</u>	<u>Total</u>	<u>Percent of Total Budget</u>
Mayor's Office	730,498	-	730,498	0.36%
City Council	692,651	-	692,651	0.34%
Internal Auditor	153,101	-	153,101	0.07%
Cablevision	276,318	-	276,318	0.14%
Attorney's Office	1,343,277	-	1,343,277	0.66%
City Clerk	989,853	-	989,853	0.48%
Subtotal - Executive/Legislative	4,185,698	-	4,185,698	2.05%
Courts	5,630,323	-	5,630,323	2.75%
Police	34,665,473	895,420	35,560,893	
Police - 911 Dispatch	125,000	5,357,105	5,482,105	
Subtotal - Police	34,790,473	6,252,525	41,042,998	20.07%
Fire	29,633,908	-	29,633,908	14.49%
Parks & Recreation - General Fund	9,434,848	-	9,434,848	
Parks Capital Improvements	1,250,000	187,606	1,437,606	
Parks - Golf	100,000	1,013,303	1,113,303	
Parks - Cemeteries	447,787	290,760	738,547	
Subtotal - Parks	11,232,635	1,491,669	12,724,304	6.22%
Planning & Neighborhood Development	3,885,805	5,076,679	8,962,484	
Parking	-	13,983,167	13,983,167	
Economic Development Corporation	333,660	-	333,660	
Principal Shopping District	42,075	433,880	475,955	
LEPFA/Stadium	2,016,821	550,214	2,567,035	
Subtotal - Planning & Neighborhood Dev.	6,278,361	20,043,940	26,322,301	12.87%
Human Relations & Community Services Dept.	983,505	-	983,505	
Human Services	1,425,000	-	1,425,000	
City Supported Agencies	260,000	-	260,000	
Subtotal - Human Relations/Agency Support	2,668,505	-	2,668,505	1.30%
Public Services	5,583,870	-	5,583,870	
Public Services - Roads	1,421,222	14,255,675	15,676,897	
Public Services - Sewer	-	35,909,068	35,909,068	
Public Services - Refuse	-	1,605,418	1,605,418	
Public Services - Recycling	-	3,525,624	3,525,624	
Subtotal - Public Services	7,005,092	55,295,785	62,300,877	30.46%
Capital Improvements	1,910,000	790,000	2,700,000	
Library Building Rental	150,000	-	150,000	
Debt Service	1,617,831	2,144,009	3,761,840	
Subtotal - Capital Improvements	3,677,831	2,934,009	6,611,840	3.23%
Finance (Includes Property & Fleet Mgmt)	11,359,067	-	11,359,067	5.55%
Human Resources	2,025,107	-	2,025,107	0.99%
Vacancy Factor	(1,400,000)	-	(1,400,000)	
Cost Reduction Measures	(3,350,000)	-	(3,350,000)	
	113,737,000	86,017,928	199,754,928	

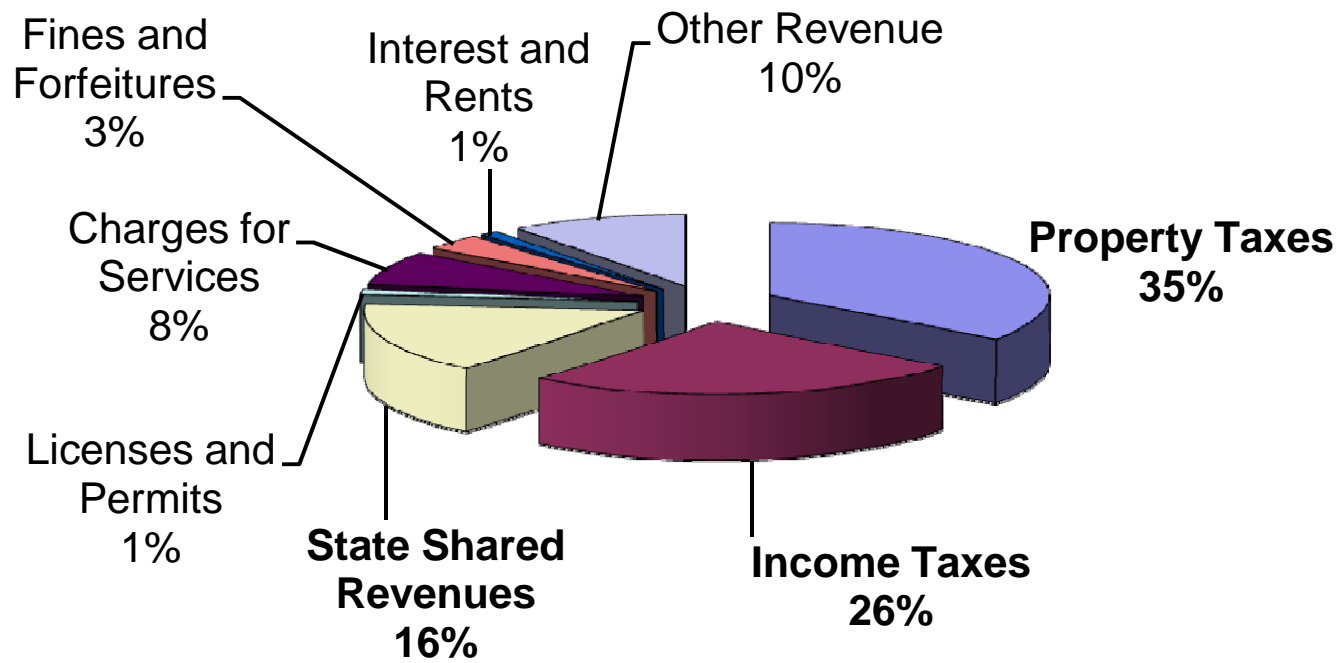
Note: Transfers from other funds are netted out from expenditures so as not to overstate total funding.

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Fund Summaries

Where the Money Comes From

FY 2008/2009 General Fund Budgeted Revenues \$113,737,000

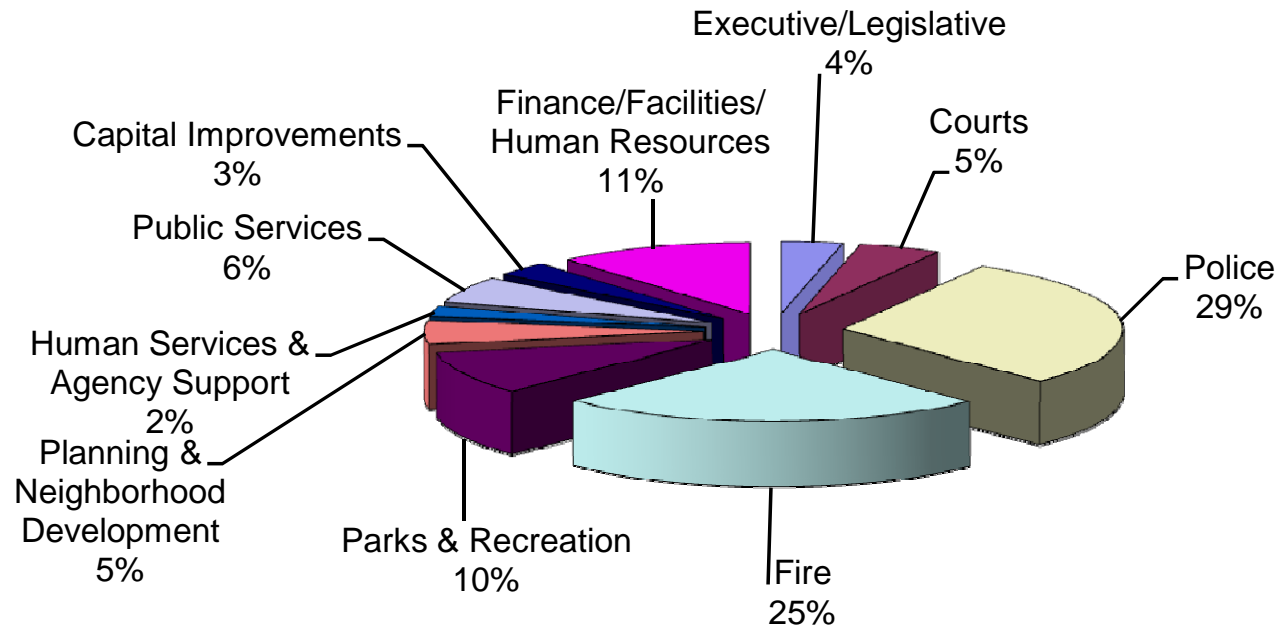


City of Lansing
Fiscal Year July 1, 2008 - June 30, 2009
General Fund Revenue (excluding use of reserves)

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
Property Taxes	38,213,263	39,609,175	39,697,604	39,899,244	0.7%
Income Taxes	28,209,913	28,774,000	29,275,497	29,400,000	2.2%
<u>State Revenues</u>					
State Revenue Sharing	16,369,853	16,985,974	16,369,863	16,703,084	
Fire Reimbursement Grants	903,023	900,000	850,000	850,000	
Liquor License Fee	68,061	84,000	67,584	69,000	
	<u>17,340,937</u>	<u>17,969,974</u>	<u>17,287,447</u>	<u>17,622,084</u>	-1.9%
<u>Licenses & Permits</u>					
Business Licenses	62,462	52,140	51,490	51,125	
Building Licenses & Permits	38,655	10,450	22,555	21,500	
Non-Business Licenses	139,039	165,750	131,223	126,199	
Cable Franchise Fees	863,724	1,095,000	1,076,000	1,250,000	
	<u>1,103,880</u>	<u>1,323,340</u>	<u>1,281,268</u>	<u>1,448,824</u>	9.5%
<u>Charges for Services</u>					
Reimbursements	3,556,324	2,954,542	2,960,342	2,907,922	
Appeals & Petitions	67,966	69,300	70,964	71,600	
Code Compliance	702,392	821,850	681,500	744,120	
Public Safety	2,551,229	2,918,800	2,798,735	2,987,700	
Subscriptions and Information	1,931	1,800	1,200	2,000	
Work for Others	538,557	933,500	835,014	1,258,200	
Central Stores	815	1,700	1,000	1,000	
Recreation Fees	566,380	558,710	524,683	570,911	
	<u>7,985,594</u>	<u>8,260,202</u>	<u>7,873,438</u>	<u>8,543,453</u>	3.4%
Fines & Forfeitures	3,912,695	4,257,000	3,801,101	3,910,975	-8.1%
<u>Interest & Rents</u>					
Interest Income	1,389,121	1,466,415	1,374,176	1,208,230	
Rental Income	30,479	15,000	29,890	29,890	
	<u>1,419,600</u>	<u>1,481,415</u>	<u>1,404,066</u>	<u>1,238,120</u>	-16.4%
<u>Return on Equity</u>					
Board of Water and Light	9,910,616	9,700,000	10,175,000	10,600,000	
Sewer Fund	300,000	300,000	300,000	300,000	
	<u>10,210,616</u>	<u>10,000,000</u>	<u>10,475,000</u>	<u>10,900,000</u>	9.0%
<u>Other Revenues</u>					
Sale of Fixed Assets	-	104,000	34,000	46,000	
Donations & Contributions	55,738	71,700	104,244	38,300	
Miscellaneous	210,638	100,500	101,928	128,000	
	<u>266,376</u>	<u>276,200</u>	<u>240,172</u>	<u>212,300</u>	-23.1%
Total General Fund Revenues before Capital Fund Transfers	<u>108,662,874</u>	<u>111,951,306</u>	<u>111,335,593</u>	<u>113,175,000</u>	
Transfers from Capital Funds	318,000	-	-	562,000	
Total General Fund Revenues	<u>108,980,874</u>	<u>111,951,306</u>	<u>111,335,593</u>	<u>113,737,000</u>	1.6%

How the Money Is Spent

FY 2008/2009 General Fund Budget
\$113,737,000



City of Lansing
Fiscal Year July 1, 2008 - June 30, 2009
General Fund Summary

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
Beginning General Fund Balance	7,078,185	6,884,150	6,884,150	6,907,172	
Beginning Budget Stab. Fund Balance	5,728,059	5,728,059	5,728,059	5,728,059	
Total General Fund Reserves	<u>12,806,244</u>	<u>12,612,209</u>	<u>12,612,209</u>	<u>12,635,231</u>	
Revenues (detail on previous page)	108,980,874	111,951,306	111,335,593	113,737,000	
<u>Expenditures:</u>					
Council	570,151	798,873	731,259	692,651	-13.3%
City Television	191,196	248,172	236,150	276,318	11.3%
Internal Audit	165,163	148,016	143,715	153,101	3.4%
District Court	4,608,042	5,244,776	5,005,023	5,467,323	4.2%
Circuit Court Building Rental	123,418	200,000	138,578	163,000	-18.5%
Mayor's Office	771,685	737,661	712,347	730,498	-1.0%
City Clerk's Office	959,492	980,943	970,863	989,853	0.9%
Planning & Neighborhood Development	3,520,254	3,617,494	3,498,935	3,710,014	2.6%
Finance	10,954,364	11,038,651	10,823,183	11,359,067	2.9%
Human Resources	1,881,759	1,996,462	1,831,803	2,025,107	1.4%
City Attorney's Office	1,298,292	1,304,282	1,275,143	1,343,277	3.0%
Vacancy Factor	-	(1,800,000)	-	(1,400,000)	-22.2%
Generic Prescription Benefit Savings	-	-	-	(1,300,000)	
Retirement Incentive	-	-	-	(695,000)	
Vacant Position Reductions	-	-	-	(1,000,000)	
Health Care Opt Out Incentive	-	-	-	(355,000)	
Police	31,289,680	33,448,187	32,906,900	34,542,203	3.3%
Fire	28,223,902	28,847,325	28,417,911	29,633,908	2.7%
Public Services	5,022,833	5,817,314	5,471,149	5,583,870	-4.0%
Human Relations & Community Services	947,515	973,511	964,552	983,505	1.0%
Parks & Recreation	7,610,688	8,580,093	7,744,323	9,434,848	10.0%
Human Services	1,298,066	1,400,000	1,488,283	1,425,000	1.8%
City Supported Agencies	372,900	260,000	285,000	260,000	0.0%
Library Building Rental	142,029	165,000	142,800	150,000	-9.1%
Debt Service	923,640	1,467,000	1,516,752	1,441,455	-1.7%
Transfers:					
911 Dispatch Center	22,800	-	-	125,000	100.0%
Stadium Fund	641,000	900,000	900,000	900,000	0.0%
Building Safety Fund	121,022	100,000	215,747	509,451	100.0%
Emergency Shelter Grant Match	92,589	-	-	-	n/a
State & Federal Grant Matches	347,266	78,670	78,670	123,270	56.7%
Principal Shopping District	42,075	42,075	42,075	42,075	0.0%
Debt Service Funds	186,465	186,226	183,376	176,376	-5.3%
Major Streets Fund	338,000	104,428	104,428	341,093	226.6%
Local Streets Fund	-	330,689	330,689	1,080,129	100.0%
Capital Improvements Fund	1,201,556	1,255,000	835,825	993,000	-20.9%
Parks Millage Fund	894,128	1,200,000	1,200,000	1,250,000	4.2%
Potter Park Zoo Fund	1,905,249	-	-	-	n/a
Cemeteries Fund	351,615	346,732	392,315	447,787	29.1%
Golf Fund	430,096	100,000	891,050	100,000	100.0%
Sewer Fund	248,117	-	-	-	n/a
Refuse Fund	90,770	-	-	-	n/a
Recycling Fund	52,727	-	-	-	n/a
Fleet Fund	162,000	645,000	645,000	917,000	42.2%
LEPFA	1,172,365	1,188,726	1,188,726	1,116,821	-6.0%
Total Expenditures	<u>109,174,909</u>	<u>111,951,306</u>	<u>111,312,571</u>	<u>113,737,000</u>	1.6%
Fund Balance Increase/(Decrease)	(194,035)	-	23,022	-	
Total Ending Reserves	<u>12,612,209</u>	<u>12,612,209</u>	<u>12,635,231</u>	<u>12,635,231</u>	0.2%
General Fund Reserves as a Percent of Revenues	11.6%	11.3%	11.3%	11.1%	
Fund Balance Restrictions	(2,463,014)	(2,400,000)	(2,400,000)	(2,700,000)	
Unrestricted Ending Reserves	<u>10,149,195</u>	<u>10,212,209</u>	<u>10,235,231</u>	<u>9,935,231</u>	
Unrestricted Reserves as a Percent of Revenues	9.3%	9.1%	9.2%	8.7%	

City of Lansing
Fiscal Year July 1, 2008 - June 30, 2009
Major Streets Special Revenue Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
Beginning Fund Balance	8,803,305	8,388,026	8,388,026	3,687,560	
<u>Revenues</u>					
Gas & Weight Tax Receipts	6,464,685	6,440,485	6,445,625	6,445,625	0.1%
Utility Permit Fees (Metro Act)	384,678	398,000	398,000	398,000	0.0%
State Trunkline & Utility Cut Reimbursements	967,112	1,347,900	1,283,029	1,284,900	-4.7%
Interest Income	330,286	263,000	269,858	250,000	-4.9%
Miscellaneous Revenue	6,841	-	2,295	-	
Transfer from General Fund	844,005	104,428	1,101,504	341,093	226.6%
Total Revenues	8,997,607	8,553,813	9,500,311	8,719,618	1.9%
<u>Expenditures</u>					
<u>Capital</u>					
Major Maintenance	1,848,503	2,930,000	4,982,753	3,100,000	5.8%
Trunkline Improvements	557,568	80,000	1,143,026	90,000	12.5%
Debt Service	518,748	405,641	405,640	522,305	28.8%
Subtotal - Capital	2,924,819	3,415,641	6,531,419	3,712,305	8.7%
<u>Operating</u>					
Administration & Engineering	1,353,054	1,209,633	1,224,407	956,695	-20.9%
Routine Road Maintenance	1,549,926	2,265,218	1,485,028	2,510,568	10.8%
Bridge Maintenance	13,573	61,966	374,566	55,764	-10.0%
Winter Maint. - Snow Removal	490,319	977,734	748,215	1,063,524	8.8%
Trunkline Maintenance	551,266	627,100	585,843	591,100	-5.7%
Traffic Maintenance	1,056,752	1,014,148	1,807,586	1,011,055	-0.3%
Subtotal - Operating	5,014,890	6,155,799	6,225,645	6,188,706	0.5%
 Transfer to Local Streets Fund	 1,473,177	 1,443,713	 1,443,713	 2,213,166	 53.3%
 Total Expenditures	 9,412,886	 11,015,153	 14,200,777	 12,114,177	 10.0%
 Fund Balance Increase/(Decrease)	 (415,279)	 (2,461,340)	 (4,700,466)	 (3,394,559)	
Ending Fund Balance	8,388,026	5,926,686	3,687,560	293,001	-95.1%
Amount Designated for Projects	(8,388,026)				
Available Fund Balance	-				
Available Fund Balance as a Percent of Operational Revenues	0.0%			3.5%	

City of Lansing
Fiscal Year July 1, 2008 - June 30, 2009
Local Streets Special Revenue Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 Projected <u>Projected</u>	FY 2009 Adopted <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
Beginning Fund Balance	2,423,196	1,321,698	1,321,698	45,990	
<u>Revenues</u>					
Gas & Weight Tax Receipts	1,881,464	1,857,056	1,877,410	1,857,056	0.0%
Utility Cut Reimbursements	578,453	775,000	1,068,498	675,000	-12.9%
Interest Income	75,360	126,000	29,972	25,000	-80.2%
Transfer from General Fund	-	330,689	330,689	1,080,129	
Transfer from Major Streets Fund	1,579,393	1,443,713	1,443,713	2,213,166	53.3%
Transfer from Bond Const. Fund	278,119	55,000	2,422,155	-	
Total Revenues	4,392,789	4,587,458	7,172,437	5,850,351	27.5%
<u>Expenditures</u>					
<u>Capital</u>					
Major Maintenance	1,620,682	300,000	212,405	500,000	66.7%
Debt Service	-	710,689	710,689	1,080,129	
Subtotal - Capital	1,620,682	1,010,689	923,094	1,580,129	
<u>Operating</u>					
Surface Maintenance	2,041,144	2,388,786	3,024,166	2,598,139	8.8%
Winter Maintenance	191,126	563,000	489,493	587,183	4.3%
Traffic Administration	1,008,559	973,334	921,664	744,697	-23.5%
Traffic Maintenance	632,776	304,224	3,089,727	265,738	-12.7%
Subtotal - Operating	3,873,605	4,229,344	7,525,051	4,195,757	-0.8%
Total Expenditures	5,494,287	5,240,033	8,448,145	5,775,886	10.2%
 Fund Balance Increase/(Decrease)	 (1,101,498)	 (652,575)	 (1,275,708)	 74,465	
Ending Fund Balance	1,321,698	669,123	45,990	120,455	-82.0%
Amount Designated for Projects	(753,896)				
Available Fund Balance	567,802				
 Available Fund Balance as a Percent of Operational Revenues	 12.9%			 2.1%	

City of Lansing
Fiscal Year July 1, 2008 - June 30, 2009
911 Dispatch Special Revenue Fund

	<u>FY 2007 Actual</u>	<u>FY 2008 Adopted Budget</u>	<u>FY 2008 Projected</u>	<u>FY 2009 Adopted</u>	<u>% Change FY08 Adopted FY09 Adopted</u>
Beginning Fund Balance	155,352	159,702	159,702	239,882	
<u>Revenues</u>					
Grants	-	-	55,996	-	n/a
Cost-Sharing - Ingham County	4,996,598	5,202,390	5,150,270	5,208,000	0.1%
Transfer from General Fund	22,800	-	-	125,000	100.0%
Total Revenues	5,019,398	5,202,390	5,206,266	5,333,000	2.5%
Expenditures	5,015,048	5,421,337	5,126,086	5,482,105	1.1%
Fund Balance Increase/(Decrease)	4,350	(218,947)	80,180	(149,105)	
Ending Fund Balance	159,702	(59,245)	239,882	90,777	-253.2%
Fund Balance as a Percent of Operational Revenues	3.2%	-1.1%	4.6%	1.7%	

City of Lansing
Fiscal Year July 1, 2008 - June 30, 2009
Stadium Special Revenue Fund

	<u>FY 2007 Actual</u>	<u>FY 2008 Adopted Budget</u>	<u>FY 2008 Projected</u>	<u>FY 2009 Adopted</u>	<u>% Change FY08 Adopted FY09 Adopted</u>
Beginning Fund Balance	155,652	112,476	112,476	84,948	
<u>Revenues</u>					
Operating Revenues	554,156	508,000	408,951	428,000	-15.7%
Olds Park Stadium Naming Rights	100,000	100,000	100,000	100,000	0.0%
Interest Income	5,775	500	0	-	-100.0%
Transfer from General Fund	641,000	900,000	900,000	900,000	0.0%
Total Revenues	1,300,931	1,508,500	1,408,951	1,428,000	-5.3%
<u>Expenditures</u>					
Operating	57,744	57,744	57,744	57,744	0.0%
Debt Service	1,286,363	1,450,756	1,378,735	1,392,470	-4.0%
Transfer to LEPFA	-	-	-	-	
Total Expenditures	1,344,107	1,508,500	1,436,479	1,450,214	-3.9%
 Fund Balance Increase/(Decrease)	 (43,176)	 -	 (27,528)	 (22,214)	
Ending Fund Balance	112,476	112,476	84,948	62,734	-44.2%
 Fund Balance as a Percent of Operational Revenues	 8.6%	 7.5%	 6.0%	 4.4%	

City of Lansing
Fiscal Year July 1, 2008 - June 30, 2009
Building Safety Special Revenue Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
Beginning Fund Balance	552,322	3,100	3,100	-	
<u>Revenues</u>					
Licenses & Permits	1,412,248	1,789,657	1,698,680	1,624,337	-9.2%
Charges for Services	5,347	3,700	4,925	4,300	16.2%
Miscellaneous	-	-	-	-	
Transfer from General Fund	121,022	100,000	215,747	509,451	100.0%
Total Revenues	<u>1,538,617</u>	<u>1,893,357</u>	<u>1,919,352</u>	<u>2,138,088</u>	12.9%
Expenditures	<u>2,087,839</u>	<u>2,002,671</u>	<u>1,922,452</u>	<u>2,138,088</u>	6.8%
 Fund Balance Increase/(Decrease)	 (549,222)	 (109,314)	 (3,100)	 -	
Ending Fund Balance	3,100	(106,214)	-	-	-100.0%

City of Lansing
Fiscal Year July 1, 2008 - June 30, 2009
Federal Entitlement Grant Special Revenue Funds

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
<u>Revenues</u>					
Federal Grants	1,899,327	2,222,775	2,480,904	2,514,192	13.1%
Interest Income	23,762	-	216	-	
Program Income	363,766	350,000	65,420	-	-100.0%
Total CDBG Revenues	<u>2,286,855</u>	<u>2,572,775</u>	<u>2,546,540</u>	<u>2,514,192</u>	-2.3%
<u>Expenditures</u>					
General Administration	542,499	511,020	659,028	587,356	14.9%
Single Family Building Rehab	548,119	764,110	333,609	447,146	-41.5%
Property Acquisition	9,267	5,000	62,355	256,000	5020.0%
Rehab Project Costs	736,907	686,729	941,159	716,083	4.3%
Economic Development Support	151,356	155,000	86,897	150,000	-3.2%
Weatherization	30,886	65,000	49,114	65,000	0.0%
Recreational Programs	45,422	-	51,417	44,747	100.0%
Public Safety Programs	167,922	-	175,061	201,121	100.0%
Rehab - LISC and HRC	54,479	385,916	187,900	46,739	-87.9%
Total CDBG Expenditures	<u>2,286,857</u>	<u>2,572,775</u>	<u>2,546,540</u>	<u>2,514,192</u>	-2.3%
HOME GRANT					
<u>Revenues</u>					
Federal Grants	846,821	865,563	1,342,582	838,078	-3.2%
Program Income	60,100	-	-	-	
Total HOME Grant Revenues	<u>906,921</u>	<u>865,563</u>	<u>1,342,582</u>	<u>838,078</u>	-3.2%
<u>Expenditures</u>					
General Administration	98,865	84,912	119,974	83,023	-2.2%
Single Family Building Rehab	670,834	176,951	951,905	270,000	52.6%
HOME Rehab. LISC & HRC	137,223	603,700	270,703	485,055	-19.7%
Total HOME Expenditures	<u>906,922</u>	<u>865,563</u>	<u>1,342,582</u>	<u>838,078</u>	-3.2%
EMERGENCY SHELTER GRANT (ESG)					
<u>Revenues</u>					
Federal Grants	92,835	94,802	132,086	95,772	1.0%
Total ESG Revenues	<u>92,835</u>	<u>94,802</u>	<u>132,086</u>	<u>95,772</u>	1.0%
<u>Expenditures</u>					
Emergency Shelter Operations	92,835	94,802	132,086	95,772	1.0%
Total ESG Expenditures	<u>92,835</u>	<u>94,802</u>	<u>132,086</u>	<u>95,772</u>	1.0%

City of Lansing
Fiscal Year July 1, 2008 - June 30, 2009
Drug Law Enforcement Special Revenue Fund

	<u>FY 2007 Actual</u>	<u>FY 2008 Adopted Budget</u>	<u>FY 2008 Projected</u>	<u>FY 2009 Adopted</u>	<u>% Change FY08 Adopted FY09 Adopted</u>
Beginning Fund Balance	1,022,433	540,803	540,803	634,048	
<u>Revenues</u>					
Drug Forfeiture Revenues	436,946	515,000	648,483	537,000	4.3%
Contributions from Local Units	(265,425)	411,000	85,000	150,000	-63.5%
Private Donations	4,500	283,500	3,500	3,500	-98.8%
Interest Income	52,235	37,500	44,400	44,400	18.4%
Total Revenues	<u>228,256</u>	<u>1,247,000</u>	<u>781,383</u>	<u>734,900</u>	<u>-41.1%</u>
<u>Expenditures</u>					
Ingham-Eaton-Clinton Task Force	357,198	441,523	295,665	381,170	-13.7%
Special Operations Section (LPD)	352,688	416,586	392,473	514,250	23.4%
Total Expenditures	<u>709,886</u>	<u>858,109</u>	<u>688,138</u>	<u>895,420</u>	<u>4.3%</u>
 Fund Balance Increase/(Decrease)	 (481,630)	 388,891	 93,245	 (160,520)	
Ending Fund Balance	540,803	929,694	634,048	473,528	-49.1%

City of Lansing
Fiscal Year July 1, 2008 - June 30, 2009
Principal Shopping District Special Revenue Fund

	<u>FY 2007 Actual</u>	<u>FY 2008 Adopted Budget</u>	<u>FY 2008 Projected</u>	<u>FY 2009 Adopted</u>	<u>% Change FY08 Adopted FY09 Adopted</u>
Beginning Fund Balance	48,534	21,624	21,624	12,249	
<u>Revenues</u>					
Special Assessments	417,080	417,080	415,984	417,380	0.1%
Grants	10,000	10,000	10,000	10,000	0.0%
Miscellaneous	7,167	6,500	7,125	6,500	0.0%
Transfer from General Fund	42,075	42,075	42,075	42,075	0.0%
Total Revenues	<u>476,322</u>	<u>475,655</u>	<u>475,184</u>	<u>475,955</u>	0.1%
<u>Expenditures</u>	<u>503,232</u>	<u>485,655</u>	<u>484,559</u>	<u>475,955</u>	-2.0%
 Fund Balance Increase/(Decrease)	 (26,910)	 (10,000)	 (9,375)	 -	
Ending Fund Balance	21,624	11,624	12,249	12,249	5.4%

City of Lansing
Fiscal Year July 1, 2008 - June 30, 2009
Municipal Cemeteries Enterprise Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
Beginning Working Capital	156,589	192,217	192,217	192,217	
<u>Revenues</u>					
Cemetery Service Revenue	165,859	138,896	138,549	148,610	7.0%
Sale of Lots	95,696	88,250	91,856	91,900	4.1%
Other	2,700	2,250	4,391	2,250	0.0%
Transfer from Parks Millage Fund	13,566	-	-	-	n/a
Transfer from Perpetual Care	93,798	75,000	70,000	48,000	-36.0%
Transfer from General Fund	351,615	346,732	392,315	447,787	29.1%
Total Revenues	723,234	651,128	697,111	738,547	13.4%
<u>Expenditures</u>					
Administration	472,801	425,956	441,367	469,868	10.3%
Cemetery Paid Services	45,389	57,081	57,081	57,910	1.5%
Cemetery Ground Maintenance	149,627	147,906	184,885	196,984	33.2%
Capital	-	-	-	-	0.0%
Transfer to Perpetual Care Fund	19,789	18,050	13,778	13,785	-23.6%
Total Expenditures	687,606	648,993	697,111	738,547	13.8%
 Working Capital Increase/(Decrease)	 35,628	 2,135	 0	 -	
Ending Working Capital	192,217	194,352	192,217	192,217	-1.1%

City of Lansing
Fiscal Year July 1, 2008 - June 30, 2009
Municipal Golf Courses Enterprise Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
Beginning Working Capital	(430,136)	(431,148)	(431,148)	24	
<u>Revenues</u>					
Greens Fees	545,052	686,354	403,311	429,500	-37.4%
Equipment Rentals	171,037	201,350	140,293	125,663	-37.6%
Concessions	38,383	46,700	28,199	35,000	-25.1%
Lessons	-	6,500	4,275	12,500	92.3%
Driving Range	-	93,500	38,000	85,000	-9.1%
Other Revenue	523	25,000	300	50,000	0.0%
Transfers In - General Fund	430,096	100,000	891,050	100,000	100.0%
Transfers In - Parks Millage	121,016	-	-	275,640	100.0%
Total Revenues	<u>1,306,107</u>	<u>1,159,404</u>	<u>1,505,428</u>	<u>1,113,303</u>	-4.0%
<u>Expenditures</u>					
Administration	673,325	527,207	459,382	402,773	-23.6%
Groesbeck Golf Course	385,033	392,459	413,191	406,952	3.7%
Red Cedar Golf Course	86,777	53,971	42,377	84,820	57.2%
Sycamore Golf Course	28,372	92,777	89,350	104,518	12.7%
Waverly Golf Course	133,612	88,365	69,956	114,240	29.3%
Total Expenditures	<u>1,307,119</u>	<u>1,154,779</u>	<u>1,074,256</u>	<u>1,113,303</u>	-3.6%
Working Capital Increase/(Decrease)	(1,012)	4,625	431,172	-	
Ending Working Capital	(431,148)	(426,523)	24	24	-100.0%

City of Lansing
Fiscal Year July 1, 2008 - June 30, 2009
Municipal Parking System Enterprise Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
Beginning Working Capital	7,889,796	10,500,971	10,500,971	11,451,106	
<u>Revenues</u>					
Parking Revenue	8,128,670	7,750,814	9,141,294	6,612,300	-14.7%
Baseball Revenue	23,582	35,566	19,605	8,700	-75.5%
Parking Fines	920,148	930,000	696,226	720,000	-22.6%
Interest	535,395	70,000	404,690	250,000	257.1%
Capital Lease Payment	3,790,000	4,140,000	4,140,000	4,145,000	0.1%
Other Revenue	1,773,850	-	(11,249)	-	0.0%
Total Revenues	15,171,645	12,926,380	14,390,566	11,736,000	-9.2%
<u>Expenditures</u>					
Administration	1,219,604	1,404,176	1,375,367	1,601,771	14.1%
Operations	854,958	863,673	796,668	843,499	-2.3%
Maintenance	851,545	1,149,383	1,189,401	1,264,919	10.1%
South Grand Avenue Ramp	183,020	339,672	254,531	166,021	-51.1%
South Capital Avenue Ramp	336,878	453,263	532,491	732,235	61.5%
North Grand Avenue Ramp	528,786	670,477	990,928	1,664,395	148.2%
North Capital Avenue Ramp	289,533	432,641	983,040	327,974	-24.2%
Townsend Street Ramp	184,737	374,653	389,378	467,087	24.7%
Baseball Operations	23,582	35,566	19,605	8,700	-75.5%
Debt Service	8,087,827	6,906,566	6,909,022	6,906,566	0.0%
Total Expenditures	12,560,470	12,630,070	13,440,431	13,983,167	10.7%
 Working Capital Increase/(Decrease)	 2,611,175	 296,310	 950,135	 (2,247,167)	
Ending Working Capital	10,500,971	10,797,281	11,451,106	9,203,939	-14.8%

City of Lansing
Fiscal Year July 1, 2008 - June 30, 2009
Sewage Disposal System Enterprise Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
Beginning Working Capital	52,434,091	53,225,709	53,225,709	30,512,121	
<u>Revenues</u>					
Fees	26,891,800	27,540,000	25,722,201	26,277,185	-4.6%
Interest Income	1,502,305	650,000	450,000	300,000	-53.8%
Low Income Credit	(1,681)	(6,000)	(4,543)	(20,000)	233.3%
Miscellaneous Income	36,083	50,000	33,052	30,000	-40.0%
Transfer from General Fund	248,117	-	-	-	0.0%
Total Revenues	28,676,624	28,234,000	26,200,710	26,587,185	-5.8%
<u>Expenditures</u>					
Administration & General	10,755,657	12,058,890	12,577,544	11,526,908	-4.4%
Pumping Stations	1,090,439	1,222,636	1,116,037	1,227,737	0.4%
TV/Grout Sewer Repair	96,851	114,827	114,827	116,089	1.1%
Sanitary Sewers	941,318	1,193,592	1,193,592	1,267,643	6.2%
Industrial Laboratory	339,339	369,231	361,436	390,416	5.7%
Return on Equity - General Fund	300,000	300,000	300,000	300,000	0.0%
Total Expenses	13,523,604	15,259,176	15,663,436	14,828,793	-2.8%
 Debt Service	 13,250,873	 13,585,254	 13,585,254	 14,186,375	 4.4%
 Capital Projects	 1,110,529	 2,985,000	 19,665,608	 6,893,900	 131.0%
Total Budgeted Uses	27,885,006	31,829,430	48,914,298	35,909,068	
 Working Capital Increase/(Decrease)	 791,618	 (3,595,430)	 (22,713,588)	 (9,321,883)	
Ending Working Capital	53,225,709	49,630,279	30,512,121	21,190,238	-57.3%

City of Lansing
Fiscal Year July 1, 2008 - June 30, 2009
Refuse Disposal System Enterprise Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
Beginning Working Capital	(90,769)	4,665	4,665	13,229	
<u>Revenues</u>					
Operating Income	1,378,562	1,614,800	1,450,355	1,614,734	0.0%
Interest Income	(1,634)	-	-	15,020	100.0%
Transfer from General Fund	90,770	-	-	-	0.0%
Total Revenues	<u>1,467,698</u>	<u>1,614,800</u>	<u>1,450,355</u>	<u>1,629,754</u>	0.9%
<u>Expenditures</u>					
Bulk Refuse Disposal	56,064	75,300	70,142	73,973	-1.8%
Bag Refuse Disposal	1,316,200	1,527,827	1,371,650	1,531,445	0.2%
Total Expenditures	<u>1,372,264</u>	<u>1,603,127</u>	<u>1,441,791</u>	<u>1,605,418</u>	0.1%
Working Capital Increase/(Decrease)	95,434	11,673	8,564	24,336	
Ending Working Capital	4,665	16,338	13,229	37,565	129.9%

City of Lansing
Fiscal Year July 1, 2008 - June 30, 2009
Municipal Recycling Enterprise Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
Beginning Working Capital	943,568	1,179,611	1,179,611	1,037,669	
<u>Revenues</u>					
Operating Income	2,784,528	2,863,429	2,863,429	2,884,813	0.7%
Sale of Recycled Materials	118,564	125,000	125,000	120,000	-4.0%
Interest Income	34,748	5,000	11,807	5,000	0.0%
Transfer from General Fund	52,727	-	-	-	0.0%
Total Revenues	<u>2,990,567</u>	<u>2,993,429</u>	<u>3,000,236</u>	<u>3,009,813</u>	0.5%
<u>Expenditures</u>					
Bulk Refuse Disposal	1,187,487	1,650,775	1,319,460	1,627,597	-1.4%
Composting	911,378	1,117,511	1,065,756	1,120,140	0.2%
Transfer Station	305,513	335,057	310,971	328,144	-2.1%
Promotion, Education, & Marketing	350,146	414,403	445,990	449,743	8.5%
Total Expenditures	<u>2,754,524</u>	<u>3,517,746</u>	<u>3,142,178</u>	<u>3,525,624</u>	0.2%
 Working Capital Increase/(Decrease)	 236,043	 (524,317)	 (141,942)	 (515,811)	
Ending Working Capital	1,179,611	655,294	1,037,669	521,858	-20.4%

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Department Summaries

CITY COUNCIL

Mission Statement:

As the City's legislative branch, the City Council is responsible for adoption and amendment of ordinances in accordance with the City Charter and State Law. It is also charged with establishment of City Policy which is usually accomplished through the adoption of resolutions, and with oversight and investigatory powers. At weekly Council and Council Committee meetings, Council reviews proposals from the Administration and offers citizens an opportunity to make suggestions for the improvement of the City and City operations. The City Council, as required by Charter, adopts the annual City budget, designating appropriations and the amount to be raised by taxation for general purposes and for the payment of principal and interest on its indebtedness. The Council also works directly with other governmental, business and community groups to resolve regional and neighborhood issues.

CITY COUNCIL

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	264,890	308,138	283,200	303,207	-1.6%
Fringe Benefits	197,875	361,858	313,100	247,257	-31.7%
	<u>462,765</u>	<u>669,996</u>	<u>596,300</u>	<u>550,464</u>	
Operating	95,000	114,377	113,159	116,187	1.6%
Events	5,900	10,000	14,100	10,000	0.0%
Capital	6,486	4,500	7,700	16,000	255.6%
Total	<u>570,151</u>	<u>798,873</u>	<u>731,259</u>	<u>692,651</u>	-13.3%

<u>Position Summary *</u>	FY 2007 <u>Budget</u>	FY 2008 <u>Budget</u>	FY 2009 <u>Adopted</u>
Full-time Equivalent Positions	3.0	3.0	3.0
Councilmembers	8.0	8.0	8.0

Summary of Significant Changes:

Funding for eight (8) Councilmembers and three (3) staff positions is included in the budget. The FY 2009 budget contains the same number of positions as FY 2009.

The decrease in fringe benefits from FY 2008 is due to a reallocation of fringe benefit allocations from those used in FY 2008, recognizing that not all Councilmembers are eligible for retiree healthcare and certain other miscellaneous benefits.

INTERNAL AUDITOR

Mission Statement:

The Internal Auditor is established by City Charter to review the City's financial compliance in accordance with Council policy. The Internal Auditor works under the direction of the City Council in reviewing annual audits of the external auditor on financial transactions and procedures. The Internal Auditor also performs routine audits of other City business. The Internal Auditor is appointed by, and responsible to, the City Council.

INTERNAL AUDIT

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	91,400	93,888	92,000	94,156	0.3%
Fringe Benefits	69,327	46,835	43,950	49,280	5.2%
	<u>160,727</u>	<u>140,723</u>	<u>135,950</u>	<u>143,436</u>	1.9%
Operating	4,436	7,293	7,765	8,165	12.0%
Capital	-	-	-	1,500	
Total	<u>165,163</u>	<u>148,016</u>	<u>143,715</u>	<u>153,101</u>	3.4%

<u>Position Summary *</u>	FY 2007 <u>Budget</u>	FY 2008 <u>Budget</u>	FY 2009 <u>Adopted</u>
Total Authorized Positions	2.0	2.0	2.0

⁽¹⁾ One vacant Internal Auditor position remains authorized, but has not been budgeted since FY 2006.

Summary of Significant Changes:

No Significant Changes

CITY TELEVISION

Mission Statement

The City's government cable television station, City TV, broadcasts Council meetings as well as other City-related public service programming.

CITY TELEVISION

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	97,006	104,700	98,300	104,957	0.2%
Fringe Benefits	73,579	76,270	70,750	81,361	6.7%
	<u>170,585</u>	<u>180,970</u>	<u>169,050</u>	<u>186,318</u>	3.0%
Operating	8,231	47,202	44,500	10,000	-78.8%
Capital	12,380	20,000	22,600	80,000	300.0%
Total	<u>191,196</u>	<u>248,172</u>	<u>236,150</u>	<u>276,318</u>	11.3%

<u>Position Summary *</u>	FY 2007 <u>Budget</u>	FY 2008 <u>Budget</u>	FY 2009 <u>Adopted</u>
Total Authorized Positions	2.0	2.0	2.0

* Full-time equivalent positions authorized

Summary of Significant Changes:

A new Office of Community Media is established (see Finance Department) to administer the Public Education and Government (PEG) funds. \$80,000 in PEG funds are budgeted for use by City TV for capital needs. PEG grants will now be administered by the Office of Community Media.

54-A DISTRICT COURT

Mission and Role

The District Court provides access to trial court services, efficiently using all available resources, acquiring new technologies, and promulgating necessary policies and procedures. Almost all services provided by the District Court are mandated by statute, local ordinance, or Michigan Court Rule. The District court handles criminal and civil cases (including small claims cases and landlord-tenant disputes), traffic violations, and City Ordinance violations. The District Court also partners in a number of law enforcement initiatives with the Lansing Police Department, the Office of the City Attorney, and the Ingham County Prosecutors Office.

CIRCUIT COURT

By State law, the City is obligated to provide a facility for the Circuit Court, which is operated by Ingham County. The City's budget for the Circuit Court is for facility rent only.

COURTS

54-A District Court & Probation

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 Projected	FY 2009 Adopted	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	2,393,447	2,486,063	2,426,692	2,547,478	2.5%
Fringe Benefits	1,681,369	2,176,283	2,038,431	2,332,154	7.2%
	<u>4,074,816</u>	<u>4,662,346</u>	<u>4,465,123</u>	<u>4,879,632</u>	4.7%
Operating	519,521	582,430	539,900	587,691	0.9%
Capital	-	-	-	-	
Transfers	13,705	-	-	-	
Total	<u>4,608,042</u>	<u>5,244,776</u>	<u>5,005,023</u>	<u>5,467,323</u>	4.2%

Position Summary *

	FY 2007 <u>Budget</u>	FY 2008 <u>Budget</u>	FY 2009 <u>Adopted</u>
* Full-time equivalent positions	55.0	53.0	53.0

Summary of Significant Changes:

The Court helps to ensure a culture of strong public safety in the City of Lansing by using its judicial powers to impose appropriate sentences that deter offender recidivism. Collecting the fines and costs assessed by the court has a beneficial effect on subsequent behaviors outside of the court, further enhancing public safety. The Court will improve on its debt collection by again using a special collections program which was introduced in FY08. This unique in-house program will increase the collection rate on all court assessments and reduce the amount of outstanding debt owed to the court.

The most significant of all operational changes in FY09 will be the Court's switch to a new case management system. On July 1, 2008 the Court will be using Judicial Information System (JIS), the Supreme Court's case management system. JIS will be less expensive and more efficient, providing the Court with many forms that are currently being purchased separately. The JIS Collection Module is a special feature of the system, allowing the Court to generate its own collection notices and eliminate the practice of paying commissions for the service of third party debt collection.

The Court will continue to work with the Police Department, the City Attorney, and the Ingham County Prosecutor's Office, to completely integrate the way law enforcement documents and data are formatted, exchanged, and recorded among the four agencies.

The FY08 plan to move two existing positions to the collections program on a contract basis did not occur. The FTE position count will remain the same as FY08 and will be realized in FY09 by normal attrition.

The Court proposes increasing all speed violation traffic tickets (47 total) by a standard \$5 from current levels. The ticket increases will raise needed additional revenue at a time when the number of traffic tickets issued has been depressed, due in part to the speed limit change on I496 and to the increased attention to neighborhood patrol. The Court also proposes a \$5 increase for the probation oversight fee.

(continued)

District Court Summary of Significant Changes (continued):

The FY08 projected revenues in the District Court Fines and Forfeitures Fund are below the adopted budget, as the number of traffic tickets issued dropped approximately 13% year over last. The expected revenue from penal cases was also down from slower court activity and from a keying problem that commingles traffic ticket, penal case, and driving suspended 2nd activity. The driving suspended 2nd cases were below expectations due in part to the format selected for traffic violation forms. The FY09 improving revenue estimates are based on the expectation of recording more accurately the driving suspended 2nd violations, by the proposed ticket increases (moderated by the policy of more neighborhood patrols, and by more activity in the 65% civil filing fee cases and the penal cases.

COURTS

Circuit Court Building Rental

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	-	-	-	-	
Operating	123,418	200,000	138,578	163,000	-18.5%
Capital	-	-	-	-	
Transfers	-	-	-	-	
Total	<u>123,418</u>	<u>200,000</u>	<u>138,578</u>	<u>163,000</u>	-18.5%

By State law, the City is obligated to provide a facility for the Circuit Court, which is operated by Ingham County. The budget for the Circuit Court is for facility rent only.

Mayor's Office

Mission Statement

As Lansing's Chief Executive Officer, the Mayor's mission is to exercise supervision and coordination over the various Departments of City government, and provide that the laws, ordinances and regulations of the City are enforced. The Mayor is also empowered under the City Charter to suppress disorder and enforce the laws of the State, and is charged with the duty to make proposals to the Council for meeting the needs and addressing the problems of the City. Other duties, subject to delegation, include the development and preparation of the budget, response to audit reports, management of real property, reducing discrimination and promoting mutual understanding, annually reporting on affirmative action status, and citizen complaint investigation and response. Mayor's Office staff work with Council committees to respond to informational needs and concerns, respond to citizen inquiries and complaints, and work with residents and citizen groups for City improvement and to implement City initiatives.

The Mayor's Office coordinates the implementation of the LansingStat management evaluation program to promote the efficient and cost-effective provision of essential city services. The Mayor's Office supports the activities of the Greater Lansing Go Green! Initiative to promote local and regional efforts to conserve energy, reduce carbon emissions and increase the use of renewable energy. The Mayor's Office also supports the activities of the Office of Community and Faith-Based Initiatives, the Mayor's Commission on Celebrating Diversity, the Mayor's Neighborhood Advisory Council, the Lansing Regional Sister Cities Commission, and a variety of community-based task forces that focus on key policy areas, including health and fitness, drug-free youth, and creating a more walkable, bikeable community.

MAYOR'S OFFICE

	<u>FY 2007 Actual</u>	<u>FY 2008 Adopted Budget</u>	<u>FY 2008 Projected</u>	<u>FY 2009 Adopted</u>	<u>% Change FY08 Adopted FY09 Adopted</u>
<u>Department Appropriation</u>					
Personnel	437,204	442,687	436,600	414,270	-6.4%
Fringe Benefits	266,076	206,440	198,950	218,481	5.8%
	<u>703,280</u>	<u>649,127</u>	<u>635,550</u>	<u>632,751</u>	-2.5%
Operating	68,405	88,534	76,797	97,747	10.4%
Capital	-	-	-	-	
Transfers	-	-	-	-	
Total	<u>771,685</u>	<u>737,661</u>	<u>712,347</u>	<u>730,498</u>	-1.0%

<u>Position Summary *</u>	<u>FY 2007 Budget</u>	<u>FY 2008 Budget</u>	<u>FY 2009 Adopted</u>
Total Authorized Positions	5.0	5.0	5.0

* Full-time equivalent positions authorized

Summary of Significant Changes:

In FY 2009, the Mayor's Office will continue implementation of LansingStat, an issues-based approach to performance management that involves all departments. The Mayor's Office will also continue support for the Mayor's Go Green! Initiative, the Office of Community and Faith-Based Initiatives, the Mayor's Commission on Celebrating Diversity, the Mayor's Neighborhood Advisory Council, the Lansing Regional Sister Cities Commission. Funding for interns is reduced for FY 2009.

CITY CLERK

Mission Statement:

The City Clerk's missions are to maintain all official City records, documents and proceedings of City Council and to conduct the registration and supervision of all elections involving City of Lansing and Lansing School District voters. The City Clerk's office also maintains and issues public licenses and permits. The Clerk's office provides direct information to Lansing citizens through its records and documents of the proceedings of City Council. The Clerk provides staff support to the Ethics Board, and administers all oaths required for municipal purposes by law.

CITY CLERK'S OFFICE

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	486,644	421,986	409,596	497,000	17.8%
Fringe Benefits	274,309	284,674	276,124	294,229	3.4%
	<u>760,953</u>	<u>706,660</u>	<u>685,720</u>	<u>791,229</u>	12.0%
Operating	197,228	187,559	195,143	198,624	5.9%
State-Reimbursable				-	
Elections Costs	-	86,724	90,000	-	100.0%
Capital	1,311	-	-	-	
Total	<u>959,492</u>	<u>980,943</u>	<u>970,863</u>	<u>989,853</u>	0.9%

<u>Position Summary</u> *	FY 2007 <u>Budget</u>	FY 2008 <u>Budget</u>	FY 2009 <u>Adopted</u>
Total Authorized Positions	7.0	7.0	7.0

* Full-time equivalent positions authorized

Summary of Significant Changes:

The City Clerk will participate in the Phase I implementation of a pilot, integrated document management system for the City Attorney, the Mayor's Office, and the Office of the City Attorney.

The budget includes funding for conducting the Presidential election in November 2008. Funding for the Presidential Preference Primary in January 2008 was subsidized by the State, as provided by statute since 1972.

PLANNING & NEIGHBORHOOD DEVELOPMENT

Mission and Roles:

The primary objective of the Planning and Neighborhood Development Department has been to stabilize the City's economic base, and, through continued planned and directed development, "grow" that base to a level capable of providing continuous support for the City's services and infrastructure. The direct service missions of the Department include Zoning, Life Safety (building, plumbing, electrical, and mechanical), Homeownership Assistance, Homeless Assistance, Rental Housing Inspection & Certification, and Nuisance Ordinance administration and enforcement. Housing and neighborhood improvement activities and coordination are primarily handled under the City's Community Development Block Grant (CDBG) and various federal and state housing assistance programs. Planning functions include site plan review, flood plain review, zoning review, state-mandated studies and local neighborhood traffic studies, public improvement and economic development projects and activities. Neighborhood traffic and downtown development and transportation challenges are managed by the Transportation and Parking Office. Placement of all of these functions within a single agency has helped to focus all City development efforts as a team.

The Department also provides inter-departmental assistance in the form of property acquisition and disposal, rental property management, architectural review, and coordination of regulatory functions. Staff also works with other Departments on geographically relevant information, such as criminal law enforcement activities and demographic data maintenance and analysis. Finally, the Department supports the Planning Board, Zoning Board of Appeals, Traffic Board, Historic District Commission, and the Plumbing, Mechanical and Electrical Boards, the Building Board of Appeals, as well as numerous neighborhood organizations and nonprofit housing corporations. The Department also assists the Mayor and Council in policy-making roles.

Organization:

The Planning and Neighborhood Development Department consists of six separate divisions: Administration, Building Safety, Code Compliance, Planning, Transportation & Parking, and Development. Divisions that are primarily "non-General Fund" are the Building Safety, Development, and Transportation & Parking.

Building Safety is operated as a Special Revenue Fund, per State Law. The Community Development Block Grant Program, HOME, and the Emergency Shelter Grant Program are federally funded programs, administered by the Development division. The Transportation & Parking office encompasses the parking system operations, as well as a portion of Act 51 Major and Local Streets operations.

The Lansing Economic Development Corporation, the Lansing Brownfield Redevelopment Authority and the Tax Increment Finance Authority, all independent boards, also fall under the umbrella of the Department of Planning and Neighborhood Development. Its mission includes all brownfield projects as well as all other economic incentives, including PA 198s and PA 328s, Renaissance Zone, Neighborhood Enterprise Zones (NEZ), Obsolete Property Rehabilitation District (OPRA), SmartZone, Linking Lansing and U and all other forms of economic assistance.

PLANNING & NEIGHBORHOOD DEVELOPMENT DEPARTMENT SUMMARY

Department Appropriation

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 Projected <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
Planning & Neighborhood					
Development - General Fund	3,520,254	3,617,494	3,498,935	3,710,014	2.6%
Building Safety Fund	2,087,839	2,002,671	1,922,452	2,138,088	6.8%
CDBG Fund	2,286,857	2,572,775	2,546,540	2,514,192	-2.3%
HOME Grant Fund	906,922	865,563	1,342,582	838,078	-3.2%
Emergency Shelter Grant	92,835	94,802	132,086	95,772	1.0%
Parking Fund	12,560,470	12,630,070	13,440,431	13,983,167	10.7%
Total PN&D	21,455,177	21,783,375	22,883,026	23,279,311	6.9%

Position Summary *

	FY 2007 <u>Budget</u>	FY 2008 <u>Budget</u>	FY 2009 <u>Adopted</u>
Total Authorized Positions	97.0	90.0	90.0

* Full-time equivalent positions authorized

Summary of Significant Changes:

An important new program for FY 2009 is the Homestead Improvement Rebate program. The purpose of this plan is to provide incentive for the improvement of homeowner occupied housing stock, and the rehabilitation of houses for owner occupancy. The plan offers a rebate of fifty percent (50%) of the increased property taxes that occur because of the rehabilitation work or improvement, and can be in effect for up to five years.

Another significant new program proposed for FY 2009 is the Neighborhood Empowerment Center (NEC). The NEC will be a one stop housing services center consisting of an array of service providers such as the GLHC, Franklin Street Community Housing, Lansing Affordable Homes, and the City of Lansing. Services such as financial literacy, home maintenance, foreclosure prevention, home repair resources, application intake (CDBG and HOME), do it yourself training, and housing option consultation will be available. The NEC is to be housed in the old library/museum building at the former Michigan School for the Blind. The City of Lansing proposes to provide \$167,000 in CDBG funds to assist with the acquisition/renovation costs.

The process to update the City of Lansing Master Plan will begin in FY 2009. The Design Lansing Project will take approximately 18 months. The updated master plan will guide the direction of development and land use.

An evaluation of the software available for use in the administration of the Code Compliance office will take place in FY 2009, and the best available value will be selected for implementation. An important issue to be addressed will be the sharing and transfer of data between the Assessor, Treasurer and Code Compliance offices.

The Code Compliance Office will continue its aggressive enforcement of the residential code. Working with the Building Safety Office, the division will also aggressively pursue commercial code enforcement.

PLANNING & NEIGHBORHOOD DEVELOPMENT **General Fund**

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	1,418,204	1,548,384	1,549,093	1,602,797	3.5%
Fringe Benefits	1,069,076	1,237,544	1,151,600	1,323,770	7.0%
	<u>2,487,280</u>	<u>2,785,928</u>	<u>2,700,693</u>	<u>2,926,567</u>	5.0%
Operating	778,974	590,266	556,942	449,787	-23.8%
EDC Contract	254,000	241,300	241,300	333,660	
Capital	-	-	-	-	
Total	<u>3,520,254</u>	<u>3,617,494</u>	<u>3,498,935</u>	<u>3,710,014</u>	2.6%

PLANNING & NEIGHBORHOOD DEVELOPMENT
Building Safety Special Revenue Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	893,884	907,220	871,700	969,247	6.8%
Fringe Benefits	747,734	688,755	648,505	731,315	6.2%
	<u>1,641,618</u>	<u>1,595,975</u>	<u>1,520,205</u>	<u>1,700,562</u>	6.6%
Operating	446,221	403,696	402,247	427,526	5.9%
Capital	-	3,000	-	10,000	233.3%
Transfers	-	-	-	-	
Total	<u>2,087,839</u>	<u>2,002,671</u>	<u>1,922,452</u>	<u>2,138,088</u>	6.8%

PLANNING & NEIGHBORHOOD DEVELOPMENT
Community Development Block Grant (CDBG)
Special Revenue Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	611,084	465,719	619,794	621,542	33.5%
Fringe Benefits	455,225	348,565	435,786	439,236	26.0%
	<u>1,066,309</u>	<u>814,284</u>	<u>1,055,580</u>	<u>1,060,778</u>	
Operating	1,220,548	1,758,491	1,490,960	1,453,414	-17.3%
Capital	-	-	-	-	
Transfers	-	-	-	-	
Total	<u>2,286,857</u>	<u>2,572,775</u>	<u>2,546,540</u>	<u>2,514,192</u>	-2.3%

PLANNING & NEIGHBORHOOD DEVELOPMENT
HOME Grant Special Revenue Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	44,308	39,436	46,335	40,225	2.0%
Fringe Benefits	37,001	31,444	33,944	32,710	4.0%
	<u>81,309</u>	<u>70,880</u>	<u>80,279</u>	<u>72,935</u>	
Operating	825,613	794,683	1,262,303	765,143	-3.7%
Capital	-	-	-	-	
Transfers	-	-	-	-	
Total	<u>906,922</u>	<u>865,563</u>	<u>1,342,582</u>	<u>838,078</u>	-3.2%

PLANNING & NEIGHBORHOOD DEVELOPMENT
Emergency Shelter Grant Special Revenue Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	-	-	-	-	
Fringe Benefits	-	-	-	-	
	-	-	-	-	
Operating	92,835	94,802	132,086	95,772	1.0%
Capital	-	-	-	-	
Transfers	-	-	-	-	
Total	92,835	94,802	132,086	95,772	1.0%

PLANNING & NEIGHBORHOOD DEVELOPMENT

Parking Enterprise Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	1,370,687	1,625,500	1,453,587	1,723,400	6.0%
Fringe Benefits	1,076,255	1,290,744	1,287,483	1,372,370	6.3%
	<u>2,446,942</u>	<u>2,916,244</u>	<u>2,741,070</u>	<u>3,095,770</u>	6.2%
Operating	1,573,607	1,824,260	1,590,403	1,848,331	1.3%
Capital	452,094	983,000	2,199,937	2,132,500	116.9%
Debt Service	8,087,827	6,906,566	6,909,022	6,906,566	0.0%
Transfers	-	-	-	-	
Contingency	-	-	-	-	
Total	<u>12,560,470</u>	<u>12,630,070</u>	<u>13,440,431</u>	<u>13,983,167</u>	10.7%

FINANCE

Mission and Roles:

The Finance Department consists of three divisions: Operations, Assessor, and Treasury - Income Tax. Operations includes Accounting, Business Services, and Budget. The former Management Services Department was merged with the Finance Department in FY 2007. As such, the Finance Department is also responsible for information technology, property and facilities maintenance, and fleet maintenance.

The Finance Department's mission is to develop and control the financial management functions of the City. As outlined in Section 4.302 of the City Charter, this includes accounting, assessment, income tax, and treasury functions. The Department maintains multiple computerized financial management systems which are used to maintain records of assessments on real and personal property, to audit property and income tax collection, and to meet financial reporting requirements, in order to ensure fiscal stability and proper utilization of public monies.

Investment and management of City funds are also a major policy and operational activity through which the Finance Department maximizes City resources by maintaining the City's portfolios in the most advantageous positions. This includes ongoing analysis of both individual investments and general trends that impact the returns on investments, including analysis of City disbursement and collection activities to ensure sound and prudent fiscal management. Financial management responsibilities include risk management and management of Retirement Systems' assets, as well as the assets of the General Fund and enterprise or special revenue funds.

Budget responsibilities include the preparation of policy recommendations and coordination of budget development and budget monitoring to assure conformance with the State Uniform Budget and Accounting Act, and Article Seven of the City Charter. This process includes revenue and expenditure analysis, development of policy and budgetary alternatives, and coordination between the Mayor and departments on budget development and financial and operational issues. Budget staff also prepare labor relations cost estimates during contract negotiations, and provide cost benefit analyses on proposed projects for Mayoral review.

The Finance Department is also the administering department for the Retirement Systems, and as such, has the responsibility and oversight for Retirement Systems' assets, and development of policies, controls, and recommendations to its Retirement Boards, City Council, and Mayor. There are three different Retirement Systems, each with separate contractual and legal responsibilities, and separate Boards that meet each month.

The Department is directly responsible to the public to maintain an efficient collection system for income and property taxes, as well as a process for equity in assessment of real and personal property. Interdepartmental support activities include providing accounting services, payroll, financial planning, deposit control, purchasing, and accounts payable functions. Additional support to the Mayor and Council comes from the Finance Department in the preparation of revenue and debt service requirements, as well as analyses of economic trends and business activity that may impact City fiscal resources and/or operational concerns.

FINANCE DEPARTMENT SUMMARY

Department Appropriation

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
Finance - General Fund	10,954,364	11,038,651	10,823,183	11,359,067	2.9%
Fleet Maintenance Fund	6,769,455	7,913,281	7,687,264	8,642,963	9.2%
Total Finance	17,723,819	18,951,932	18,510,447	20,002,030	5.5%

Total Authorized Positions	129.0	118.0	118.0
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* Full-time equivalent positions authorized

The FY 2009 includes one position that is authorized, but not budgeted in FY 2008, as the Chief of Staff also serves as the Acting Finance Director (compensation is split between Finance and Mayor's Office).

Summary of Significant Changes:

The Department will be leading or significantly involved in all feasibility studies and implementation phases, including the police precincts; fire stations; garages; and central permitting.

The Department will be leading or significantly involved in specifying, procuring, financing and implementing technology investments, including upgrades to computer systems, the document management system; the accounts receivable/receipting software; and the automated employment application system.

The Department will be leading or significantly involved in the specifying, procuring, financing, and preparing new vehicles and equipment in the budget.

The Department will be responsible for building maintenance and energy retro fits in City Hall and all other City buildings.

The Department will be responsible for the support of the new City Web site.

The Department's new Office of Community Media Center will have responsibility for managing the City's public access cable television station; for providing administrative oversight for PEG channels licensed by the City to educational and other entities; and for administering grants for community-based public access and educational broadcasting.

The Department will continue working with the Department of Human Resources to fully implement the new payroll module and to provide electronic access for applicants.

The Department will continue working with the Department of Human Resources to identify strategies to reduce increasing costs of employee compensation.

FINANCE DEPARTMENT

General Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted <u>FY09 Adopted</u>
<u>Department Appropriation</u>					
Personnel	4,650,903	4,798,963	4,842,265	4,834,922	0.7%
Fringe Benefits	3,570,418	3,727,397	3,489,313	3,917,152	5.1%
	<u>8,221,321</u>	<u>8,526,360</u>	<u>8,331,578</u>	<u>8,752,074</u>	<u>2.6%</u>
Operating	2,672,600	2,453,342	2,430,538	2,581,993	5.2%
Capital	60,443	58,949	61,067	25,000	-57.6%
Total	<u>10,954,364</u>	<u>11,038,651</u>	<u>10,823,183</u>	<u>11,359,067</u>	<u>2.9%</u>

FINANCE

Fleet Maintenance Internal Service Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	1,686,053	1,781,550	1,608,134	1,776,301	-0.3%
Fringe Benefits	1,549,016	1,520,732	1,123,054	1,619,011	6.5%
	<u>3,235,069</u>	<u>3,302,282</u>	<u>2,731,188</u>	<u>3,395,312</u>	2.8%
Operating	2,079,615	2,590,758	2,739,541	2,902,518	12.0%
Debt Service	189,038	199,957	199,957	205,995	3.0%
Capital	1,265,733	1,820,284	2,016,578	2,139,138	17.5%
Transfers	-	-	-	-	
Total	<u>6,769,455</u>	<u>7,913,281</u>	<u>7,687,264</u>	<u>8,642,963</u>	9.2%

DEPARTMENT OF HUMAN RESOURCES

The Department of Human Resources advises the Mayor on policy-related items concerning labor relations, equal employment opportunities, hiring practices, benefits and payroll, and health and safety issues. The Department develops and updates policies and procedures for the Department and provides a wide range of activities and customer support services to all City Departments, including 54A-District Court, Economic Development Corporation, Principal Shopping District and Lansing Police and Lansing Fire Departments.

Within the Employee Services Division, the Selection and Retention Section is responsible for recruitment, selection, hiring and retention of applicants and maintains a computerized tracking system. The new and improved Payroll and Benefits Section now provides services to City employees from the point of hire with an extensive orientation to Lansing, along with an enhanced orientation to our fringe benefits to all bi-weekly payrolls with options to enroll in various City sponsored activities such as: Credit Union, United Way, AFLAC and Deferred Compensation, to name a few. This section also provides compensation for all City of Lansing employees, including administration and payment of payroll, sick leave reimbursement, health care waiver, longevity bonuses, and special pays.

The Employee Services Division also administers unemployment, the L-HOPE employee home ownership incentive program, and development and training of all city employees. Responsibilities of the division include ensuring compliance with federal, state and local regulations governing hiring, employment, and safety practices. The Division also provides direct assistance to members of the public seeking employment with the City through personal contact and through a Jobs HotLine. The Employee Services Division will be establishing a new "Career Center" providing a self-service, on-line/website application process on the first floor of City Hall. This Center will allow easy access for walk-in applicants. We continue to support all City operations through the establishment of hiring and training programs designed to ensure effective use of our human resources and benefit coordination, classification system administration and employee record-keeping.

The Employee & Labor Relations Division is charged with facilitating positive working relationships with the City's bargaining units by resolving bargaining issues, the administration of the grievance procedure and matters of contract interpretation or changing circumstances in the mutual interest of the City and its employees. The Division assists with the handling of matters related to Federal, State and City regulations/compliance, as well as the investigation of internal employee discrimination/harassment complaints and responds to all complaints filed with the State and/or Federal Equal Employment Opportunity Commission (EEOC) and other regulatory agencies. As designated by the Mayor, the Employee & Labor Relations Division collectively bargains on behalf of the City, assisted by Mayoral-designated bargaining teams. Additionally, division staff advises line supervisors in matters of contract interpretation and procedure, assist in training supervisory personnel, coordinate grievance processing and arbitration with delegated authority of the City Attorney, and administration of unemployment compensatory claims.

The Health and Safety Section administers the City's workers' compensation program. This program for injured workers ensures the best possible medical care for a prompt and expedient return to work. In addition, it administers the federally mandated Family Medical Leave Act (FMLA), Americans with Disabilities Act (ADA), and the Department of Transportation (DOT) drug and alcohol testing and safety tracking programs. The administration and supervisory referrals to the City's Employee Assistance Program (EAP) are also facilitated through the Health and Safety Section as well as all violence in the Workplace Prevention Policy investigations. Employee and community based initiatives/partnerships with the American Cancer Society, American Red Cross and Sparrow Health Systems, to name a few, are vital to the overall health and well being to our employees and residents as we provide education, support and vaccinations to those that we service.

HUMAN RESOURCES

	<u>FY 2007 Actual</u>	<u>FY 2008 Adopted Budget</u>	<u>FY 2008 Projected</u>	<u>FY 2009 Adopted</u>	<u>% Change FY08 Adopted FY09 Adopted</u>
<u>Department Appropriation</u>					
Personnel	749,908	790,660	777,020	792,542	0.2%
Fringe Benefits	568,805	589,632	565,050	615,529	4.4%
	<u>1,318,713</u>	<u>1,380,292</u>	<u>1,342,070</u>	<u>1,408,071</u>	<u>2.0%</u>
Operating	563,046	616,170	489,733	617,036	0.1%
Capital	-	-	-	-	
Transfers	-	-	-	-	
Total	<u>1,881,759</u>	<u>1,996,462</u>	<u>1,831,803</u>	<u>2,025,107</u>	<u>1.4%</u>

Position Summary *

	<u>FY 2007 Budget</u>	<u>FY 2008 Budget</u>	<u>FY 2009 Adopted</u>
Total Authorized Positions	14.0	14.0	14.0

* Full-time equivalent positions authorized

Summary of Significant Changes:

The Human Resource Department has been working the past year to implement a new payroll system. In FY 2009, the scope will be expanded to implement other human resource function modules, such as online applicant tracking.

The Department is currently handling contract negotiations for three open bargaining units. Another contract will open in FY 2009.

OFFICE OF THE CITY ATTORNEY

Mission Statement

The Office of the City Attorney is dedicated to providing the highest quality legal service to the City. The purpose of the Office is to provide professional, knowledgeable, courteous, and dependable service to the City of Lansing's elected, appointed, and administrative officials and its committees and boards. The goal of the Office is to equal or exceed the legal abilities of any respected private law firm in the area and to be the best possible "law firm" to the City.

Under the Charter, the City Attorney is responsible to both the Mayor and the City Council. The Office provides legal services at the request of the Mayor, City Council, City Departments and Boards, and represents the City in civil litigation as well as criminal prosecution. As the legal representative for the City, the Office of the City Attorney is involved in prosecution of violations that directly impact citizen and neighborhood safety and quality, including drug law enforcement, alcohol-related offenses, and housing code violations. The Office also drafts ordinances and issues written legal opinions to elected, appointed, and administrative officials. It also reviews and approves all contracts for services and equipment, Council resolutions, and grants. The Office of the City Attorney is also the designated FOIA coordinator for City records.

OFFICE OF THE CITY ATTORNEY

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	686,402	715,614	715,476	728,946	1.9%
Fringe Benefits	493,201	490,305	468,400	523,125	6.7%
	<u>1,179,603</u>	<u>1,205,919</u>	<u>1,183,876</u>	<u>1,252,071</u>	3.8%
Operating	118,689	98,363	91,267	91,206	-7.3%
Capital	-	-	-	-	
Total	<u>1,298,292</u>	<u>1,304,282</u>	<u>1,275,143</u>	<u>1,343,277</u>	3.0%

Position Summary *

	FY 2007 <u>Budget</u>	FY 2008 <u>Budget</u>	FY 2009 <u>Adopted</u>
Full Time Equivalent Positions	12.0	12.0	12.0

Summary of Significant Changes:

In an effort to be more efficient, the Office of City Attorney will lead the development of new procedures for District Court, Police Department, and Ingham County Prosecutor's Office, to integrate the way law enforcement documents and data are formatted, exchanged, and recorded among the four agencies.

The Office of City Attorney also will lead the Phase I implementation of an integrated document management system (DMS) for the City Clerk, the Mayor's Office, and the Office of the City Attorney. It is anticipated that the DMS will be extended to all of the city government.

The Office of City Attorney is continuing its transition to electronic research, anticipating more savings from a negotiated reduction on its electronic research agreements.

Expanded funding for Public Education and Government (PEG) television programs is available as a result of the City Attorney's work in negotiating new cable franchise agreements.

POLICE DEPARTMENT

Mission and Role

The Lansing Police Department's (LPD) mission is to maintain order, preserve public safety, and foster a better quality of life for the citizens of Lansing, in order to make this City a better place to live, work, and visit. To carry out this mission, the Department utilizes the following methods: dispatching units in response to calls for service, traffic control, drug law enforcement, (both local and regional), crime investigation, apprehension of violators, community policing activities, preventive patrol, community education, detaining prisoners, and maintaining criminal records and evidence. The Department works closely with Public Service, Fire and Emergency Operations, and other intergovernmental agencies to implement and update plans that can deal with any incident in our community.

The Department is headed by the Chief of Police, who reports to the Mayor, with input from the Board of Police Commissioners. The Chief and Board make recommendations to the Mayor as to the departmental budget, policies and procedures, and annually report on the effectiveness of Department operations.

Police Department operations involve logistical support from all Divisions. In addition to the Office of the Chief, the Department is divided into four Divisions, the North Precinct Division, including the Special Operations Section, the South Precinct Division, and the Staffing Services Division including the Training / Technical Services Section, the Records / Property Section, the Accounting Services Section, and the Detention Section; and the Communications Division including the Electronics Equipment Maintenance Unit.

Forfeiture Fund (drug law fund) consists of monies and other assets seized and forfeited in the process of enforcement of anti-drug laws. Specifically, the activities of the Ingham-Eaton-Clinton Counties Co-operative Enforcement Team (a multi-agency task force) and the Lansing Police Department Special Operations Section (SOS) generate the revenues credited to this fund.

The three counties in the IEC Cooperative (Ingham, Eaton, and Clinton) appropriate their respective shares of the total drug law enforcement task force budget (census population weighted) and, at year's end, are reimbursed to the extent that drug forfeitures were sufficient to pick up the costs. Forfeitures in excess of IEC Cooperative expenditures are returned first to the counties (first tier) and then to all the participating agencies (second tier, including Lansing Police and Michigan State Police).

POLICE DEPARTMENT SUMMARY

Department Appropriation

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
Police General Fund	31,289,680	33,448,187	32,906,900	34,542,203	3.3%
911 Dispatch Center	5,015,048	5,421,337	5,126,086	5,482,105	1.1%
Drug Law Enforcement	709,886	858,109	688,138	895,420	4.3%
Total Police	<u>37,014,614</u>	<u>39,727,633</u>	<u>38,721,124</u>	<u>40,919,728</u>	3.0%

Position Summary *

	FY 2007 <u>Budget</u>	FY 2008 <u>Budget</u>	FY 2009 <u>Adopted</u>
Total Authorized Positions	338.0	342.0	343.0

* Full-time equivalent positions authorized

Summary of Significant Changes

The Lansing Police Department's entrenched Team Policing system has been able to place many of its officers in the same neighborhoods for several years. The six (6) officers with specific Community Policing Officer designations, and four (4) officers assigned to our high schools and their nearby neighborhoods, give the team policing system a broad coverage. The department intends to further increase its patrol coverages in neighborhoods in FY09.

The department activated new, targeted community surveillance cameras in a number of neighborhoods in late spring 2008, assisting the community policing officers in the field with integrated visual scanning capability. The positive impact of this initiative will begin to be seen in 2009 when the first cameras become fully operational. The department will further develop and enhance the Citizen Observer system in FY09, permitting two-way communication between community members and the LPD officers.

Completion of a comprehensive precinct consolidation feasibility study will provide necessary information to determine the future location of police and court operations.

The Department will continue its effort to organize a number of new neighborhood watch groups in FY09.

The Department will continue its work with District Court, City Attorney, and Ingham County Prosecutor's Office, to integrate the way law enforcement documents and data are formatted, exchanged, and recorded among the four agencies.

(continued)

Police Department Summary of Significant Changes continued:

The Department will upgrade and replace the laptop computer systems in police vehicles and will install video recording systems in the police cruisers in FY09. The Department will also migrate to faster evolutionary data optimizing (EV-DO) wireless broadband transmission and more reliable coverage capability for the cruisers.

Working with the Finance Director and the Fire Chief, the department will continue to evaluate the current system of mutual aid.

POLICE DEPARTMENT

General Fund

	FY 2007	FY 2008	FY 2008	FY 2009	% Change
	<u>Actual</u>	<u>Adopted</u>	<u>Projected</u>	<u>Adopted</u>	<u>FY08 Adopted</u> <u>FY09 Adopted</u>
<u>Department Appropriation</u>					
Personnel	16,952,677	17,416,219	17,671,963	18,035,911	3.6%
Fringe Benefits	11,410,309	12,802,323	12,133,958	13,190,163	3.0%
	<u>28,362,986</u>	<u>30,218,542</u>	<u>29,805,921</u>	<u>31,226,074</u>	3.3%
Operating	2,933,968	3,110,395	2,980,603	3,199,529	2.9%
Capital	(7,274)	119,250	120,376	116,600	100.0%
Total	<u>31,289,680</u>	<u>33,448,187</u>	<u>32,906,900</u>	<u>34,542,203</u>	3.3%

POLICE DEPARTMENT
911 Dispatch Special Revenue Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	2,614,586	2,786,898	2,701,000	2,852,900	2.4%
Fringe Benefits	2,164,247	2,260,539	2,112,900	2,334,677	3.3%
	<u>4,778,833</u>	<u>5,047,437</u>	<u>4,813,900</u>	<u>5,187,577</u>	2.8%
Operating	236,215	343,900	234,300	294,528	-14.4%
Capital	-	30,000	77,886	-	100.0%
Total	<u>5,015,048</u>	<u>5,421,337</u>	<u>5,126,086</u>	<u>5,482,105</u>	1.1%

POLICE DEPARTMENT

Drug Law Enforcement Special Revenue Fund

	FY 2007	FY 2008	FY 2008	FY 2009	% Change
	<u>Actual</u>	<u>Adopted</u>	<u>Projected</u>	<u>Adopted</u>	<u>FY08 Adopted</u> <u>FY09 Adopted</u>
<u>Department Appropriation</u>					
Personnel	153,240	243,000	134,088	228,881	-5.8%
Fringe Benefits	100,834	96,454	96,217	163,239	69.2%
	<u>254,074</u>	<u>339,454</u>	<u>230,305</u>	<u>392,120</u>	15.5%
Operating	379,944	463,455	378,234	444,800	-4.0%
Capital	55,868	35,200	59,599	43,500	23.6%
Transfers	20,000	20,000	20,000	15,000	-25.0%
Total	<u>709,886</u>	<u>858,109</u>	<u>688,138</u>	<u>895,420</u>	4.3%

FIRE DEPARTMENT

Mission and Role

The Lansing Fire Department is committed to serving the Lansing community with the highest levels of life and property protection, achieved by providing excellent, compassionate service in an atmosphere that encourages innovation, professional development, and diversity. The Department performs its mission through six organizational divisions, providing a wide range of services including fire prevention, emergency management and disaster preparation activities, Fire Code enforcement, public education, employee education & certification, as well as emergency response for fire and medical, hazardous materials, and technical rescue.

Logistical support for the Fire Department comes from all other City operations, and involves close cooperation with Police, Planning, and Public Service to assure citizen safety. The Fire Chief is the City Emergency Management Director. The Fire Department receives significant support for its activities from staff departments and divisions, including Finance, Accounting, Law, Personnel, Computer & Communications Services, Budget, and Building Maintenance. Fire Department staff work closely with Central Garage personnel, who are responsible for maintaining all Fire fleet vehicles, from the fire engines and ambulance units to the "Red Cars" for the Battalion Chief on duty.

The Fire Chief is responsible to the Mayor, with advisory input from the Board of Fire Commissioners. The Fire Chief and the Board make recommendations to the Mayor on the Department budget, policies, and operations.

Location of Facilities

Administrative Offices	120 Shiawassee
#41 Station	120 Shiawassee
#42 Station	2114 N. Grand River
#43 Station	629 W. Hillsdale
#44 Station	1435 E. Miller Road
#45 Station	1821 Todd
#46 Station	5135 Pleasant Grove
#47 Station	629 N. Jenison
#48 Station	815 Marshall
#49 Station	520 Glendale
Maintenance Division	3708 Pleasant Grove
Training Academy	3015 Alpha

FIRE DEPARTMENT

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	14,629,844	14,768,383	14,713,155	15,091,354	2.2%
Fringe Benefits	10,314,995	10,596,895	10,103,200	10,846,089	2.4%
	<u>24,944,839</u>	<u>25,365,278</u>	<u>24,816,355</u>	<u>25,937,443</u>	2.3%
Operating	3,262,389	3,447,047	3,558,795	3,661,465	6.2%
Capital	16,674	35,000	42,761	35,000	0.0%
Total	<u>28,223,902</u>	<u>28,847,325</u>	<u>28,417,911</u>	<u>29,633,908</u>	2.7%

Position Summary *

	FY 2007 <u>Budget</u>	FY 2008 <u>Budget</u>	FY 2009 <u>Adopted</u>
Full Time Equivalent Positions	235.0	235.0	235.0

As in the 2008 budget, funding for 16 positions is not included. Past experience has shown that with the inevitable attrition and new training schools, it is more cost effective to meet staffing requirements using overtime.

Summary of Significant Changes:

The process of selecting an alternate location and building site for the future consolidation of Fire Stations 43 and 47 will be completed in FY09. The consolidation of Stations 43 and 47 would provide the same level of service as is currently enjoyed by the citizens both in the coverage area and throughout Lansing.

The department's organizational structure was evaluated in FY 2008. As a result, the number of Captain positions was increased by four (4) and the number of Lieutenant positions was decreased by eight (8). The new organizational structure will reduce the need for and costs of acting out of class.

The department will begin implementing a four-year replacement schedule for personal protective equipment (structural firefighting protective clothing) worn by the firefighters and the SCBA (self-contained breathing apparatus) equipment used on the fire scene.

General Fund revenue will be enhanced by an increase in fees charged for plan reviews, inspections, and re-inspections and by a new permit fee for extra hazardous materials sites (EHS).

In past years the appropriation for fire hydrant supply also included an amount for certain Parks water supplies. The FY09 budget transferred the Parks-specific charges to the Parks Department.

(continued)

Fire Department Summary of Significant Changes continued

The Department will phase-in the use of a 5th frontline ambulance during FY09, in response to increased demand for emergency medical services. The Department also begins a new, multi-year ambulance services management contract. The new contract is expected to net the General Fund a larger revenue yield on the Fire emergency medical treatment and transport charges billed and collected.

Working with the Finance Director and the Police Chief, the department will continue to evaluate the current system of mutual aid.

PUBLIC SERVICE DEPARTMENT

GENERAL FUND **ACT 51 MAJOR & LOCAL STREETS** **SEWAGE** **REFUSE & RECYCLING**

Missions and Roles: The Public Service Department is responsible for engineering, construction, regulation, maintenance, and operation of roads, bridges, sidewalks, storm and sanitary sewers, and wastewater processing facilities. The Department operates the City's solid waste regulation and collection system and waste reduction services through its recycling program. The department also provides interdepartmental engineering assistance on City construction projects.

Activities of the Department are primarily supported through: General Fund, the Act 51 Major and Local Streets Special Revenue Funds, Sewage Disposal System Enterprise Fund, Garbage and Refuse Collection Enterprise Fund, and Recycling Enterprise Fund.

Within the Public Service Department's budget is funding for its central administration and funding for the Engineering Division of the Department, exclusive of that funded in the Sewage Disposal System Fund. Also, included is funding for Operations and Maintenance Division administration and operating budgets for flood control activities, storm sewer system maintenance, alley maintenance and snow removal, emergency sidewalk repairs, and the pick up and regulation of miscellaneous trash in the right of way and from City facilities. Funding is also provided for operation of pumps, repairs and contractual services necessary to meet Department of Environmental Quality requirements in regard to the former Aurelius Road landfill site, and the former Diamond Reo industrial site which has been redeveloped by the City. Funding is provided to support pick up of bulk trash items for low income individuals and, when necessary, an operating transfer is provided to the Recycling Fund to support a "work hardening" program in lieu of potential workers compensation costs. Under Act 51 accounting practices, vacation, sick leave, holiday pay and longevity for those employees working on Act 51 activities are charged to Public Service Department General Fund accounts. These costs are aggregated in developing City fringe benefit rates which are charged to Special Revenue and Enterprise Funds in subsequent years, reimbursing the General Fund.

Within Act 51 Major and Local Streets Funds are budgets for routine maintenance of streets and bridges which are managed by the Operations and Maintenance Division of the Department, and traffic control systems which are under the management of the Planning and Neighborhood Development Department's Transportation Division and Parking Office. The State of Michigan contracts with the City and provides funding within the Major Streets Fund for maintenance and repairs to roadway and traffic control systems on State trunklines. The Funds support administration for these programs, and remaining available money is used for major capital maintenance activities for roads, bridges, and traffic control systems, in accordance with Public Act 51 of 1951, as amended. Revenue for the fund is largely derived from formula allocations from the State of Michigan Gas and Weight tax and is restricted to road related purposes under law. In FY 2004, under newly adopted State law, the City chose to participate in a Statewide format for telecommunications regulation of use of the public right-of-way. In doing so the City reduced General Fund revenue received from regulation of such use under its own ordinance, but is receiving much more revenue under provisions of the State formula. Such revenue is being accounted for in Act 51 funds, as by law, it must be used for maintenance of the right-of-way, and Act 51 activities would qualify.

The Sewage Disposal System Fund includes a budget for Engineering Division activities related to the City's Combined Sewer Overflow (CSO) abatement project. It funds operation and maintenance of the wastewater treatment plant and pump stations, and testing and monitoring of industrial effluent under the management of the Wastewater Division of the Department. Funding is provided for assessment, cleaning, repairs, complaint resolution, and hook-up to the sanitary sewer system which is managed by the Operations and Maintenance Division of the Department.

(continued)

Finally, all capital project activity relating to the sanitary sewer system, which includes the CSO elimination project, and all debt service incurred in the maintenance and development of the sanitary sewer system, has been supported by the Fund.

The Garbage and Refuse Collection Fund supports the Operations and Maintenance Division. Included is funding for collection of bulk refuse items which is seen as a means of ensuring that City residents have ready access and can properly dispose of large refuse items. A fee is charged for purchase of stickers to support this service, and low income individuals can apply for free stickers for bulk disposal through the Public Service Department. Also included is funding for weekly refuse pick-up utilizing City imprinted trash bags ("Blue Bags") which are sold through local merchants, or refuse carts ("Blue Billy Program") which are billed on a quarterly basis and are available by calling the Department. A hallmark of the system, which operates in the private market, is providing volume based collection. This is intended to compliment Recycling efforts, by making refuse disposal less expensive for residents who make regular use of the City's recycling program. Revenue is derived from fees for purchase of bags, and from quarterly billing for container services.

The Recycling Fund supports Operations and Maintenance Division activities, including weekly curbside collection of a range of recyclable materials and organic yard waste for compost, serving residences with four or less units. Under ordinance, larger residential complexes, and commercial and industrial operations are required to recycle and the Department is charged with oversight of this activity. Funding is provided to operate a transfer station for collected goods which provides for the preparation of collected materials for market. The General Fund provides funding to employ City workers with job related injuries, who are restricted to light duty, to sort goods to improve their marketability. The Work Hardening program operates to reduce potential workers compensation costs. Finally, the budget provides for citizen education as to the desirability and means of recycling. Revenue is derived from a fee placed on residential units, along with proceeds from sale of collected materials, and is restricted to operating the Recycling program.

Additional funding may be utilized, as available, from bond proceeds and interest on existing bond issues, Federal E.P.A. and Transportation Funds, Michigan Department of Transportation and Michigan Department of Environmental Quality Grants, State Revolving Loan Funds, the Lansing Building Authority, Tax Increment Finance Authority, Special Assessments, and the City's Community Development Block Grant.

PUBLIC SERVICE DEPARTMENT SUMMARY

Department Appropriation

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
Public Services - General Fund	5,022,833	5,817,314	5,471,149	5,583,870	-4.0%
Major Streets Fund	9,412,886	11,015,153	14,200,777	12,114,177	10.0%
Local Streets Fund	5,494,287	5,240,033	8,448,145	5,775,886	10.2%
Sanitary Sewer Fund	27,885,006	31,829,430	48,914,298	35,909,068	12.8%
Garbage & Rubbish Fund	1,372,264	1,603,127	1,441,791	1,605,418	0.1%
Recycling Fund	2,754,524	3,517,746	3,142,178	3,525,624	0.2%
Engineering Internal Service Fund	2,679,667	2,446,250	2,411,358	2,404,141	-1.7%
Total Public Services	54,621,467	61,469,053	84,029,696	66,918,184	8.9%

Position Summary *

	FY 2007 <u>Budget</u>	FY 2008 <u>Budget</u>	FY 2009 <u>Adopted</u>
Total Authorized Positions	188.0	181.0	181.0

* Full-time equivalent positions authorized

Summary of Significant Changes:

Several facility upgrades are planned at the Waste Water Treatment Plant, including the Bar Screening Building and the Tertiary Filter Building.

The Department will embark on several energy improvement projects in cooperation with the BWL, including energy audits and development of a plan to reduce the amount of power which the Board has to pull from the grid.

The Department is current evaluating of the method and means by which Waste Reduction Services (garbage pickup and recycling) are provided

The Department is the in process of evaluating an asset management system in cooperation with the BWL to increase the Department's ability to monitor and communicate with employees in remote locations.

There will be an increased attention on pothole and road repairs due to the harsh winter and the underfunded public infrastructure.

The Department will be stepping up enforcement of sidewalk snow removal and street parking ordinances with possible recommendations for ordinance changes and increased fines.

Public Service staff will be involved in the continued compliance efforts mandated by the US EPA and MDEQ for the Combined Sewer Overflow (CSO) project, and will begin planning for Sanitary Sewer Overflow (SSO) environmental mandate.

The Public Service will be involved in the development of a central permitting function in cooperation with the Planning and Neighborhood Development Department and Transportation Division to enhance customer service.

The Department will be considering changes to city ordinances which would require walkable/bikeable standards to be applied in the design of any future road work.

PUBLIC SERVICE DEPARTMENT

General Fund

	FY 2007	FY 2008	FY 2008	FY 2009	% Change
	<u>Actual</u>	<u>Adopted</u>	<u>Projected</u>	<u>Adopted</u>	<u>FY08 Adopted</u> <u>FY09 Adopted</u>
<u>Department Appropriation</u>					
Personnel	280,372	429,220	429,145	430,683	0.3%
Fringe Benefits	243,400	473,200	359,237	450,783	-4.7%
	<u>523,772</u>	<u>902,420</u>	<u>788,382</u>	<u>881,466</u>	<u>-2.3%</u>
Operating	4,495,142	4,907,544	4,675,417	4,701,404	-4.2%
Capital	3,919	7,350	7,350	1,000	-86.4%
Total	<u>5,022,833</u>	<u>5,817,314</u>	<u>5,471,149</u>	<u>5,583,870</u>	<u>-4.0%</u>

PUBLIC SERVICES
Major Streets Special Revenue Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	1,215,475	1,635,000	1,250,647	1,636,405	0.1%
Fringe Benefits	1,137,728	1,495,383	1,187,115	1,539,999	3.0%
	<u>2,353,203</u>	<u>3,130,383</u>	<u>2,437,762</u>	<u>3,176,404</u>	1.5%
Operating	2,583,978	2,881,416	2,947,009	2,899,802	0.6%
Capital	2,483,780	3,154,000	6,966,653	3,302,500	4.7%
Debt Service	518,748	405,641	405,640	522,305	28.8%
Transfer to Local Streets	1,473,177	1,443,713	1,443,713	2,213,166	53.3%
Total	<u>9,412,886</u>	<u>11,015,153</u>	<u>14,200,777</u>	<u>12,114,177</u>	10.0%

PUBLIC SERVICES

Local Streets Special Revenue Fund

	FY 2007	FY 2008	FY 2008	FY 2009	% Change
	<u>Actual</u>	<u>Adopted</u>	<u>Projected</u>	<u>Adopted</u>	<u>FY08 Adopted</u> <u>FY09 Adopted</u>
<u>Department Appropriation</u>					
Personnel	1,007,785	1,133,029	1,295,820	1,187,400	4.8%
Fringe Benefits	968,473	1,232,309	1,305,603	1,154,764	-6.3%
	<u>1,976,258</u>	<u>2,365,338</u>	<u>2,601,423</u>	<u>2,342,164</u>	<u>-1.0%</u>
Operating	1,897,347	1,864,006	4,923,628	1,853,593	-0.6%
Capital	1,620,682	300,000	212,405	500,000	66.7%
Debt Service	-	710,689	710,689	1,080,129	100.0%
Total	<u>5,494,287</u>	<u>5,240,033</u>	<u>8,448,145</u>	<u>5,775,886</u>	<u>10.2%</u>

PUBLIC SERVICES

Sanitary Sewer Enterprise Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	3,260,471	3,710,393	3,192,794	3,729,121	0.5%
Fringe Benefits	3,026,655	3,261,173	2,814,140	3,315,088	1.7%
	<u>6,287,126</u>	<u>6,971,566</u>	<u>6,006,934</u>	<u>7,044,209</u>	1.0%
Operating	7,007,406	7,987,610	13,602,568	7,478,084	-6.4%
Capital	1,039,601	2,985,000	15,419,542	6,900,400	131.2%
Debt Service	13,250,873	13,585,254	13,585,254	14,186,375	4.4%
Transfers	300,000	300,000	300,000	300,000	0.0%
Total	<u>27,885,006</u>	<u>31,829,430</u>	<u>48,914,298</u>	<u>35,909,068</u>	12.8%

PUBLIC SERVICES

Garbage & Rubbish Enterprise Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	328,002	370,915	317,325	382,597	3.1%
Fringe Benefits	285,398	378,379	296,121	366,677	-3.1%
	<u>613,400</u>	<u>749,294</u>	<u>613,446</u>	<u>749,274</u>	0.0%
Operating	758,864	851,833	828,345	855,143	0.4%
Capital	-	2,000	-	1,001	100.0%
Transfers	-	-	-	-	
Total	<u>1,372,264</u>	<u>1,603,127</u>	<u>1,441,791</u>	<u>1,605,418</u>	0.1%

PUBLIC SERVICES

Recycling Enterprise Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	846,436	1,079,504	887,916	1,111,698	3.0%
Fringe Benefits	796,247	1,030,914	830,415	1,024,375	-0.6%
	<u>1,642,683</u>	<u>2,110,418</u>	<u>1,718,331</u>	<u>2,136,073</u>	1.2%
Operating	1,111,841	1,401,328	1,423,846	1,384,293	-1.2%
Capital	-	6,000	-	5,258	100.0%
Transfers	-	-	-	-	
Total	<u>2,754,524</u>	<u>3,517,746</u>	<u>3,142,178</u>	<u>3,525,624</u>	0.2%

PUBLIC SERVICES

Engineering Internal Service Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	971,051	1,206,243	1,161,046	1,151,913	-4.5%
Fringe Benefits	799,416	866,753	866,753	861,181	-0.6%
	<u>1,770,467</u>	<u>2,072,996</u>	<u>2,027,799</u>	<u>2,013,094</u>	-2.9%
Operating	909,200	373,254	383,559	391,047	4.8%
Capital	-	-	-	-	
Transfers	-	-	-	-	
Total	<u>2,679,667</u>	<u>2,446,250</u>	<u>2,411,358</u>	<u>2,404,141</u>	-1.7%

HUMAN RELATIONS & COMMUNITY SERVICES

The mission of the Human Relations and Community Services (HRCS) Department is to foster a well-functioning and connected community through the provision of human services, upholding principles of equal opportunity, and addressing issues of diversity and social challenges.

The Department accomplishes its mission and responsibilities through the following:

Identifying Funds - the Department assists human service agencies to identify, apply and leverage funding from multiple sources, including the City, to provide City of Lansing residents with basic human service needs. Basic human services are classified as follows:

- ☐ **Basic Needs:** Food, clothing, transportation, child care, housing assistance and legal help for indigent persons.
- ☐ **Life Skills:** Mentoring, academic enhancement, social competency, literacy, conflict resolution, parenting skills development, structured recreation, and self sufficiency for disabled persons.
- ☐ **Employability Development:** Job readiness and retention, job seeking skills, vocational training, job site development, placement activities.
- ☐ **Health/Mental Health:** Health awareness promotion, counseling, substance abuse prevention, health care access, crisis intervention, dental care, prescription medication, safety promotion, hospice and respite care.

Assessing Needs -The Department assesses human service needs within the community, develops priorities, and assures that the use of City funds is appropriate and consistent with identified priorities. The department is assisted in its tasks by a Human Relations and Community Services Advisory Board, which works to foster mutual understanding and respect among all groups in the city and promote essential human services to meet citizens' needs within the community.

Additionally, the Department is responsible in ensuring that City funds are disbursed in a coordinated and efficient manner to meet essential human service needs within the City.

The department promotes development of an agency clustering model, where agencies providing similar services look to partner on more projects, thereby saving money in areas where duplication is evident.

Upholding Principles of Non-Discrimination and Equal Opportunity - The Department is charged with the enforcement of Charter and ordinance mandates, which prohibit discrimination on the basis of protected characteristics against persons seeking employment, housing, and the use of a public facility.

The Department is also mandated to ensure compliance with Equal Employment Opportunity, the Americans with Disabilities Act, Child Labor Law standards.

Complaint Investigation - In addition, the Department houses the Police Commission Investigator who provides independent intake and review of complaints that allege inappropriate and/or discourteous action of police personnel.

Community Supported Agencies and Events -The City contracts with a variety of community agencies to support activities such as diversion for first time offenders, economic development, educational enhancement, recreation, and the arts. The Department serves as the City's agent in preparing and monitoring these contracts.

HUMAN RELATIONS & COMMUNITY SERVICES DEPARTMENT SUMMARY

Department Appropriation

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted <u>FY09 Adopted</u>
Human Relations & Community Services	947,515	973,511	964,552	983,505	1.0%
Human Services	1,298,066	1,400,000	1,488,283	1,425,000	1.8%
City-Supported Agencies	372,900	260,000	285,000	260,000	0.0%
Total HRCS	<u>2,618,481</u>	<u>2,633,511</u>	<u>2,737,835</u>	<u>2,668,505</u>	1.3%

HUMAN RELATIONS & COMMUNITY SERVICES

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	511,934	540,258	532,450	545,867	1.0%
Fringe Benefits	386,834	371,162	371,162	389,899	5.0%
	<u>898,768</u>	<u>911,420</u>	<u>903,612</u>	<u>935,766</u>	2.7%
Operating	48,747	62,091	60,940	47,739	-23.1%
Capital	-	-	-	-	
Total	<u>947,515</u>	<u>973,511</u>	<u>964,552</u>	<u>983,505</u>	1.0%

<u>Position Summary *</u>	FY 2007 <u>Budget</u>	FY 2008 <u>Budget</u>	FY 2009 <u>Adopted</u>
Total Budgeted Positions	9.0	8.0	8.0

* Full-time equivalent positions

Summary of Significant Changes:

In order to more efficiently meet the needs of the City, HRCS will conduct a community needs assessment by no later than August. The assessment process will provide an opportunity for Lansing households and businesses to offer input on existing gaps in services, and to provide feedback on services being rendered by current service providers. The results of the assessment will be used to guide the direction of planning for the provision of human services.

The HRCS staff has been working to become more versatile in their efforts to provide services. All professional staff received mediation training in 2007, and are certified to provide this service for internal and external customers.

HRCS will foster the initiation of peer mediation training, in partnership with neighborhood centers and law schools, to assist in conflict resolution.

HRCS will work with community partners in expanding permanent supportive housing in the community. One of these initiatives is implementation of the One Church/One Faith program.

HRCS will work to identify additional grants to be leveraged in the community to address homelessness, foreclosure rates, and initiating stronger neighborhoods.

HRCS will continue to revise its grant process for the allocation of funds available under the Human Services ordinance.

PARKS & RECREATION

Vision, Mission and Roles

The Department of Parks and Recreation creates community through people, parks and programs. This is accomplished by enhancing the lifestyle opportunities for the citizens of Lansing through the provision of leisure time activities, and the preservation and maintenance of park lands and special recreation facilities. The Department implements this vision and mission in the following ways:

- organization of youth, adult, and senior citizen recreational programming in parks, community centers, schools, swimming pools and at our ice skating rinks;
- regular maintenance of all parks and natural areas owned by the City of Lansing, including maintenance of Lansing's urban forest areas through regular cycles of tree planting, fertilization, and trimming;
- providing burial services and cemetery maintenance at the city's three municipal cemeteries;
- providing public golfing opportunities at one eighteen-hole municipal golf course and one driving range and golf education center, which support recreational and league play in the area.

The Department receives advisory support from the citizens of Lansing by encouraging their involvement in the following citizen groups: City of Lansing Parks Board, Friends of Turner-Dodge, Inc., Friends of Fenner Arboretum, the individual Community Center boards and their youth advisory boards, as well as the Baseball and Softball advisory boards. The Department also works very closely with our Friends of Neighborhood Park Groups. There are approximately 25 neighborhood groups that support their parks. The Department provides support in policy decisions regarding recreational options and facilities to the Mayor and City Council.

Organization

The Parks and Recreation Department consists of four separate divisions:

- Administration
The Administration Division is located at City Hall, 124 W. Michigan Avenue in downtown Lansing. The office of the Director and Deputy Director is located there. Administrative and clerical staffing provides the following support duties for the department: payroll, accounts receivable and payable, personnel administration, issuance of park permits and reservations. Our budgeting, day to day administration and park planning function also exist here.
- Field Services

The Field Services Division is responsible for maintenance of safe and healthy trees in City parks and on City streets. Care includes trimming and removal of dead, damaged or diseased trees and limbs from these areas. They also maintain and stock a city nursery, which provides trees for residential streets, parks, cemeteries, and golf course plantings as needed. Grounds & Landscape Maintenance crews are responsible for care and maintenance of turf, shrubs, ornamental trees and flowers, as well as planting new growth for the next season in our parks. They also handle repair of tables, benches, signs and playground equipment, as well as ice and snow removal on trails, parking areas, and park sidewalks during the winter season. A subgroup is concerned primarily with maintenance of City athletic fields and the public outdoor pools at Hunter and Moores Parks, as well as Cemetery burials and grounds maintenance. This division also provide recreational support services to the Leisure Services Division and city-wide special events.

(continued)

- Leisure Services
The Leisure Services Division operates recreation programs in our 3 community centers, one senior center, various after-school programs, special recreation services for people who are physically or mentally challenged, youth and adult competitive sports, as well as specialized facilities with related programs, such as the Turner-Dodge House (historic home) and the Fenner Nature Center.
- Golf/Ice Operations
The City owns three golf courses, Groesbeck, Waverly, and Red Cedar, and operates a golf driving range and golf education facility at the former Sycamore Golf Course. Washington Ice Rink is operated in conjunction with the alternate-season Golf Enterprise Fund

Facilities

Primary recreation sites are Letts, Gier, and Foster Community Centers; Miller Road Senior Center; Washington Park Ice Dome; Groesbeck, and Sycamore golf courses; Moore's Park and Hunter Park swimming pools; Fenner Nature Center; the Turner-Dodge House; programmed ball fields at Davis, Gier, Kircher, Westside, Ranney, St. Joseph, Sycamore and Quentin Parks. Tennis, basketball, and various structured programs are offered at many of the City's park sites, and in conjunction with the Community Schools Enrichment programs with the Lansing School District facilities.

PARKS AND RECREATION DEPARTMENT SUMMARY

Department Appropriation

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
Parks & Recreation					
General Fund	7,610,688	8,580,093	7,744,323	9,434,848	10.0%
Potter Park Zoo Fund	2,968,236	-	-	-	n/a
Cemeteries Fund	687,606	648,993	697,111	738,547	13.8%
Golf Fund	1,307,119	1,154,779	1,074,256	1,113,303	-3.6%
Parks Capital Improvements	743,772	1,200,000	1,200,000	1,437,606	
	<u>5,706,733</u>	<u>3,003,772</u>	<u>2,971,367</u>	<u>3,289,456</u>	9.5%
 Total Parks & Recreation	 <u>13,317,421</u>	 <u>11,583,865</u>	 <u>10,715,690</u>	 <u>12,724,304</u>	 9.8%

Position Summary *

	FY 2007 <u>Budget</u>	FY 2008 <u>Budget</u>	FY 2009 <u>Adopted</u>
Total Authorized Positions	86.0	65.0	66.0

* Full-time equivalent positions authorized. Eighteen (18) Zoo positions were transferred to Ingham County in FY 2008.

Summary of Significant Changes:

The Parks Department staff will be working with the community to schedule recreation activities at the new Southside Community Center located in the former Harry Hill Vocational Center. The programs at the facility will take full advantage of the new center's swimming pool, gymnasium, auditorium, games room, community rooms and Oak Room. This site will be leased from the Lansing School District.

Once a written agreement has been completed with the Board of Water and Light, Parks Department forestry crews will assist the BWL in tree trimming activities around power lines. This agreement will provide additional revenue to the City which is needed to maintain a trained and experienced forestry operation.

Another priority for FY 2009 is the establishment of an alternative method for the delivery of natural history programming at Fenner Nature Center. Discussions with the Friends of Fenner are anticipated to conclude with Friends of Fenner assuming programming responsibilities.

Capital projects planned for the upcoming fiscal year by this department include the following:

- A. Beginning an interior trail system within Davis Park, with an eventual link to the river Trail.
- B. Phase Two expansion of the Gier Community Center gym.
- C. Provide matching funds for the Michigan Natural Resources Trust Fund grant for the improvement of the Frances Park waterfront.

Additional description of the Parks Department capital projects is included in the Infrastructure Section of the budget document.

PARKS AND RECREATION DEPARTMENT General Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	3,465,443	3,817,268	3,480,821	4,115,397	7.8%
Fringe Benefits	2,375,063	2,744,722	2,458,185	2,938,120	7.0%
	<u>5,840,506</u>	<u>6,561,990</u>	<u>5,939,006</u>	<u>7,053,517</u>	
Operating	1,713,847	2,018,103	1,796,651	2,381,331	18.0%
Capital	56,335	-	8,666	-	
Total	<u>7,610,688</u>	<u>8,580,093</u>	<u>7,744,323</u>	<u>9,434,848</u>	10.0%

Summary of Significant Changes:

The Southside Community Center will be open in mid FY09. Programs will take full advantage of the new center's swimming pool, gymnasium, auditorium, games room, community rooms and Oak Room.

Authorized in the FY08 budget, Parks forestry crews will assist the BWL in tree trimming activities around power lines. This agreement will provide to the City additional revenue which is needed to maintain a trained and experienced forestry operation.

The Department will also continue its efforts to establish an alternative method for the delivery of natural history programming at Fenner Nature Center. Discussions with Friends of Fenner are anticipated to conclude with Friends of Fenner assuming programming responsibilities.

The Department has approximately 10 to 15 parcels of land, totaling approximately 120 acres, that do not meet the needs of the department for park related use. These properties will be turned over to the EDC or LBA for sale.

Capital projects planned for the upcoming fiscal year include the following:

- A. Beginning an interior trail system within Davis Park, with an eventual link to the river Trail.
- B. Phase Two expansion of the Gier Community Center gym.
- C. Provide matching funds for the Michigan Natural Resources Trust Fund grant for the improvement of the Frances Park waterfront.

Additional description of the Parks Dept. capital projects is included in the infrastructure section.

PARKS AND RECREATION

Municipal Cemeteries Enterprise Fund

	FY 2007	FY 2008	FY 2008	FY 2009	% Change
	<u>Actual</u>	<u>Adopted</u>	<u>Projected</u>	<u>Adopted</u>	<u>FY08 Adopted</u>
<u>Department Appropriation</u>		<u>Budget</u>			<u>FY09 Adopted</u>
Personnel	241,081	230,518	267,498	279,926	21.4%
Fringe Benefits	179,751	188,015	197,330	208,007	10.6%
	<u>420,832</u>	<u>418,533</u>	<u>464,828</u>	<u>487,933</u>	<u>16.6%</u>
Operating	246,985	212,410	218,505	236,829	11.5%
Capital	-	-	-	-	
Transfers	19,789	18,050	13,778	13,785	-23.6%
Total	<u>687,606</u>	<u>648,993</u>	<u>697,111</u>	<u>738,547</u>	<u>13.8%</u>

PARKS AND RECREATION

Municipal Golf Courses Enterprise Fund

	FY 2007 <u>Actual</u>	FY 2008 Adopted <u>Budget</u>	FY 2008 <u>Projected</u>	FY 2009 <u>Adopted</u>	% Change FY08 Adopted FY09 Adopted
<u>Department Appropriation</u>					
Personnel	392,297	428,117	379,142	314,975	-26.4%
Fringe Benefits	177,754	200,554	172,545	167,368	-16.5%
	<u>570,051</u>	<u>628,671</u>	<u>551,687</u>	<u>482,343</u>	-23.3%
Operating	624,187	413,592	405,053	515,080	24.5%
Capital	5,841	5,000	5,000	5,000	0.0%
Debt Service	107,040	107,516	112,516	110,880	3.1%
Transfers	-	-	-	-	
Total	<u>1,307,119</u>	<u>1,154,779</u>	<u>1,074,256</u>	<u>1,113,303</u>	-3.6%

FY 2008/2009 Use of Parks Millage Funds

RESOURCES	
FY 2008/2009 Parks Millage (1 mill of City's operating levy)	2,465,546
Parks Millage Available Fund Balance	515,247
	<u>2,980,793</u>
USES	
<u>Subsidies</u>	
Kids Camps (General Fund)	38,263
Grounds & Landscaping (General Fund)	1,229,284
Golf Fund Subsidy	275,640
Amount Used for General Fund Operations & Maintenance	<u>1,543,187</u>
<u>Capital Projects</u>	
Professional Services	81,701
Rivertrail Maintenance & Repair	78,000
Citywide Maintenance & Repair	80,000
Fenner Nature Center Deck Replacement	45,000
Playground Equipment Replacement & Repair	210,000
Frances Park Improvements - Phase I	150,000
Frances Park Waterfront Improvements (DNR Grant Match)	197,905
Forestry Tree Inventory Software	150,000
Davis Park Trail Improvements	50,000
Gier Gym Expansion - Phase 2	300,000
Forestry Tree Plantings	30,000
Mt. Hope Cemetery Improvements (Fratcher Foundation Grant Match)	65,000
	<u>1,437,606</u>
Total Parks Millage Uses	<u>2,980,793</u>

Other Budgets

Lansing Entertainment & Public Facilities Authority (LEPFA)

- Lansing Center
- Oldsmobile Park
- City Market

Economic Development Corporation (EDC)

Tax Increment Financing Authority (TIFA)

Lansing Brownfield Redevelopment Authority (LBRA)

**L. E. P. F. A. BUDGET
LANSING CENTER**

	FY 2008-2009 Adopted Budget	FY 2007-2008 Adopted Budget	FY 2006-2007 Actual	FY 2006-2007 Adopted Budget
REVENUES				
Building Rental	925,326	900,698	940,705	960,500
Food Services	2,700,000	2,635,000	2,699,731	2,676,500
Food Services-Merch	12,000	10,000	14,762	3,500
Food Services-Vend	3,000	8,500	3,500	10,000
Equipment Rental	587,000	561,700	596,406	542,000
Utilities	170,000	163,000	157,666	160,000
Signage/Promotions	13,000	7,500	7,020	6,500
Sponsorships	22,500			
Security	75,000	70,000	48,943	70,000
Box Office	14,500	16,500	13,552	16,300
Pay Phone Receipts				
Labor/Service	190,000	170,500	214,484	171,500
Parking	7,500	7,500	7,606	5,000
Miscellaneous	14,500	15,500	26,787	9,000
	-----	-----	-----	-----
Total Operating Revenues	4,734,326	4,566,398	4,731,161	4,630,800
EXPENSES				
Salaries/Wages				
Full-time	1,650,007	1,572,134	1,565,035	1,560,703
Events	300,100	275,100	336,464	270,600
Allocation to Olds Park				
Subtotal	1,950,107	1,847,234	1,901,500	1,831,303
Fringes/Related Costs	593,317	564,052	527,995	552,382
Communications	25,250	20,750	22,886	27,750
Leases	73,000	73,200	27,461	77,800
Professional Services	220,900	184,552	187,162	152,070
Utilities	599,000	625,200	586,185	663,500
Marketing	90,375	32,500	28,052	35,500
Repairs/Maintenance	77,000	75,400	99,397	78,400
Supplies/Materials	81,750	71,250	99,482	73,750
Events	52,500	56,750	0	70,000
Security	70,000	56,000	45,370	55,000
Insurance/Bonding	93,500	90,049	75,764	92,345
Bad Debt			50	
Depreciation	38,500	31,502	45,894	63,115
Catering				
F/B Expense	1,671,161	1,595,818	1,620,713	1,610,217
F/B Equipment/Depreciation		263	1,075	1,075
Vending			1,520	
Contingency				
Miscellaneous	56,050	52,950	53,680	52,950
	-----	-----	-----	-----
Total Operating Expense	5,692,410	5,377,470	5,324,187	5,437,157
	-----	-----	-----	-----
Income/(Loss)	(958,084)	(811,072)	(593,026)	(806,357)
	-----	-----	-----	-----
Interest of Bank Accts	13,000	7,500	16,915	5,000
Sales/Marketing Reimbur	225,000			
Trolley Expense	(35,000)	(35,000)		
	-----	-----	-----	-----
Income/(Loss)	(755,084)	(838,572)	(576,111)	(801,357)
	-----	-----	-----	-----
Non-Operating Income				
City Contribution-Propose	755,084	838,572	576,111	801,357
	-----	-----	-----	-----
City Contribution	755,084	838,572	576,111	801,357
	=====	=====	=====	=====

**L. E. P. F. A. BUDGET
OLDSMOBILE PARK BUDGET**

	FY 2008-2009 Adopted Budget	FY 2007-2008 Adopted Budget	FY 2006-2007 Actual	FY 2006-2007 Adopted Budget
REVENUES				
Operating Revenue	7,000	6,500	7,018	4,000
EXPENSES				
Salaries/Wages	49,198	53,136	56,386	48,403
Allocation				
Total				
Fringes/Related Costs	18,511	18,306	18,248	15,572
Allocation				
Total				
Communications	1,100	1,200	1,428	1,175
Professional Services	15,000	16,000	11,961	17,000
Utilities	104,201	104,400	91,982	119,200
Marketing	4,950	5,000	7,507	7,750
Repairs/Maintenance	58,250	47,750	46,432	47,000
Supplies/Materials	5,750	5,250	2,599	6,750
Concessions/Catering				
Insurance/Bonding	31,053	32,000	25,503	32,393
Depreciation	3,173	3,595	3,774	3,775
Miscellaneous	19,100	19,050	23,194	19,050
	-----	-----	-----	-----
Total Operating Expense	310,286	305,687	289,013	318,067
	-----	-----	-----	-----
Income/(Loss)	(303,286)	(299,187)	(281,995)	(314,067)
	-----	-----	-----	-----
City Contribution	303,286	299,187	281,995	314,067
	=====	=====	=====	=====

**L. E. P. F. A. BUDGET
LANSING CITY MARKET BUDGET**

	FY 2008-2009 Adopted Budget	FY 2007-2008 Adopted Budget	FY 2006-2007 Actual	FY 2006-2007 Adopted Budget
REVENUES				
Building Rental	60,675	64,676	54,851	56,850
Equipment Rental	300	315	2,135	480
Parking/Miscellaneous	31,000	34,600	29,367	26,200
	-----	-----	-----	-----
Total Operating Revenues	91,975	99,591	86,353	83,530
	-----	-----	-----	-----
EXPENSES				
Salaries/Wages	48,901	51,436	39,439	39,419
Fringes/Related Costs	15,856	16,069	10,840	9,984
Communications	1,100	1,100	2,348	1,100
Professional Services	1,300	1,200	1,303	2,950
Utilities	53,000	48,800	49,846	50,800
Marketing	8,000	8,500	12,410	13,000
Repairs/Maintenance	9,950	10,900	6,511	11,200
Supplies/Materials	3,300	3,400	1,850	3,400
Insurance/Bonding	2,700	2,500	2,040	2,500
Depreciation	1,070	1,088	1,191	569
Miscellaneous	5,250	5,250	5,579	5,250
	-----	-----	-----	-----
Total Operating Expense	150,426	150,243	133,358	140,171
	-----	-----	-----	-----
Income/(Loss)	(58,451)	(50,652)	(47,005)	(56,641)
	-----	-----	-----	-----
City Contribution	58,451	50,652	47,005	56,641
	=====	=====	=====	=====

LANSING ECONOMIC DEVELOPMENT CORPORATION FY 2009 BUDGET

	FY 2008 Amended Budget	FY 2008 Year-End Projection	FY 2009 Adopted Budget	Difference of 2008-2009 Budgets
<u>REVENUES</u>				
EDC-MDEQ Grant 2007	10,000	7,426	-	(10,000)
Cool Cities Grant	65,000	61,725	35,000	(30,000)
Parking System Revenue	12,000	12,000	12,000	-
Application Fees (Non-Brownfield)	19,500	13,000	13,000	(6,500)
Brownfield Application Fees	7,500	24,000	14,000	6,500
Contract Service - LBRA (Admin. Fees)	62,319	70,550	66,638	4,319
Contract Service - EPA Admin	2,750	151	100	(2,650)
Contract Service - City	241,300	241,300	339,160	97,860
EDA/Smart Zone	20,000	-	5,000	(15,000)
MIFT Façade Grant	23,500	37,189	-	(23,500)
Interest Income	27,000	67,000	36,893	9,893
Loan Interest Income	33,504	30,100	34,282	778
From Fund Balance	113,674	68,753	62,949	(50,725)
Miscellaneous Revenue	-	1,880	100	100
Annual Issuer's Fees	4,600	4,600	4,600	-
Operating Transfer-TIFA	273,399	278,434	290,614	17,215
	916,046	918,108	914,336	(1,710)

<u>EXPENSES</u>				
Wages	383,600	383,600	389,700	6,100
Fringe Benefits	9,000	9,000	9,000	-
Fringe Benefit Cafeteria Plan	161,100	161,100	163,700	2,600
Miscellaneous Operating	35,000	35,000	15,000	(20,000)
Promotions/Marketing	68,219	68,219	150,452	82,233
Dues & Subscriptions	1,325	1,325	2,205	880
Contractual Services	22,500	22,500	23,300	800
Use of Fund Balance	117,174	95,942	58,753	(58,421)
Cool Cities Grant	65,000	61,725	35,000	(30,000)
Utilities	10,300	10,300	15,180	4,880
Building Rental	20,028	20,028	20,028	-
Training	10,000	10,000	25,000	15,000
Insurance & Bonds	2,800	2,800	2,822	22
EDC-MDEQ Grant 2007	10,000	7,426	-	(10,000)
LCMF Loan Default	-	-	4,196	4,196
	916,046	888,965	914,336	(1,710)

TAX INCREMENT FINANCE AUTHORITY FY 2009 BUDGET

	FY 2008 <u>Budget</u>	FY 2008 Year-End <u>Projection</u>	FY 2009 Proposed <u>Budget</u>	Difference of 2008-2009 <u>Budgets</u>
REVENUES				
PROPERTY TAX LEVY	5,467,985	5,568,690	5,685,124	217,139
PROPERTY TAX LEVY-SCHOOL	-	2,637	-	-
PROPERTY TAX PENALTY AND INTEREST	-	1,678	-	-
INTEREST INCOME	53,645	100,000	60,000	6,355
FROM FUND BALANCE	79,664	-	-	(79,664)
	5,601,294	5,673,006	5,745,124	143,830

	FY 2008 <u>Budget</u>	FY 2008 Year-End <u>Projection</u>	FY 2009 Proposed <u>Budget</u>	Difference of 2008-2009 <u>Budgets</u>
EXPENDITURES				
MISCELLANEOUS OPERATING (Includes \$60,000 Perf. Arts Center Study FY 2007/08)	333,399	338,434	284,256	(49,143)
PARKING RAMP LEASE (Includes \$390,000 Accts Pay to City in FY 2007/08)	4,490,000	4,490,000	4,140,000	(350,000)
DEBT SERVICE-TIFA COURTS (Refunding & Non-Refunding)	572,895	572,895	574,551	1,656
DEBT SERVICE-TIFA CONV CNTR	205,000	205,000	320,000	115,000
	5,601,294	5,606,329	5,318,807	(282,487)

FUND BALANCE AS OF JULY 1, 2007	34,670	
FUND BALANCE AS OF JUNE 30, 2008		66,677
TOTAL ENDING FUND BALANCE		101,347

FUND BALANCE AS OF JULY 1, 2008		101,347
FUND BALANCE AS OF JUNE 30, 2009		426,317
TOTAL ENDING FUND BALANCE		527,664

<u>Property Tax Levy</u>		
2007 Year End Projections	5,668,690	5,785,124
Expected 2008 Tax Roll Adjustments	(100,000)	(100,000)
	5,568,690	5,685,124

LANSING BROWNFIELD REDEVELOPMENT AUTHORITY FY 2009 BUDGET

	FY 2008 Adopted <u>Budget</u>	FY 2008 Year-End <u>Projection</u>	Difference of 2008 Budget & <u>Year-End Proj.</u>	FY 2009 Adopted <u>Budget</u>	Difference of 2008-2009 <u>Budgets</u>
<u>REVENUE</u>					
REVOLVING LOAN FUND	-	298,450	298,450	53,948	53,948
PLAN 2 MOTOR WHEEL	156,698	246,089	89,391	205,412	48,714
PLAN 5 BTS	248,758	247,355	(1,403)	260,279	11,521
PLAN 6 BOJI	82,829	118,936	36,107	-	(82,829)
PLAN 7 CAP LABS	19,739	20,080	341	17,762	(1,977)
PLAN 8 DAVID NICKLESON	27,264	27,249	(15)	27,061	(203)
PLAN 9 SCHAFFER BAKERY	125	125	(0)	135	10
PLAN 10 NEOGEN	9,050	20,738	11,688	19,585	10,535
PLAN 11 NEOPHASE	11,416	11,410	(6)	10,654	(762)
PLAN 12 PERCY BEAN	6,188	6,185	(3)	6,826	638
PLAN 14 PRUDDEN	54,475	69,460	14,985	71,345	16,870
PLAN 16 METRO FORD	6,051	6,048	(3)	16,760	10,709
PLAN 17 BUILDERS PLUMBING	43,694	43,671	(23)	40,815	(2,879)
PLAN 19 STYLELINE	9,546	11,132	1,586	10,354	808
PLAN 20 LORANN OILS	5,779	5,775	(4)	5,878	99
PLAN 21 WOHLERT	54,584	54,816	232	52,711	(1,873)
LBRA ADMIN	62,319	70,551	8,232	66,638	4,319
REVOLVING LOAN FUND ASSESSMENT	-	29,461	29,461	35,905	35,905
PLAN 22 SCHULTZ INC	-	163	163	973	973
PLAN 30 BRWNFLD DEV SPECIALISTS	-	4,024	4,024	9,577	9,577
PLAN 27 SOS	-	826	826	-	-
PLAN 23 STADIUM PTR	-	8,903	8,903	47,951	47,951
PLAN 32 DON WALKER	-	-	-	41	41
FEDERAL GRANTS	142	142	-	-	(142)
BCRLF-BROWNFIELD EPA	175,000	258,242	83,242	600,000	425,000
HAZ SUB-BROWNFIELD EPA	1,000	12,010	11,010	100	(900)
PETRO-BROWNFIELD EPA	5,000	47,560	42,560	100	(4,900)
EPA REV FOR EDC	2,750	-	(2,750)	100	(2,650)
INTEREST INCOME	10,000	21,000	11,000	10,000	-
FROM FUND BALANCE (For BTS Bond Pmt)	11,042	22,445	11,403	191,766	180,724
Total	1,003,449	1,662,846	659,397	1,762,676	759,227

LANSING BROWNFIELD REDEVELOPMENT AUTHORITY FY 2009

	FY 2008 Adopted Budget	FY 2008 Year-End Projection	Difference of 2008 Budget & Year-End Proj.	FY 2009 Adopted Budget	Difference of 2008-2009 Budgets
<u>EXPENSES</u>					
ADMINISTRATIVE EXPENSES TO EDC	62,319	70,551	8,232	66,638	4,319
EPA ADMIN EXP TO EDC	2,750	151	(2,599)	100	(2,650)
BCRLF-BROWNFIELD EPA	175,000	257,932	82,932	600,000	425,000
HAZ SUB-BROWNFIELD EPA	1,000	12,048	11,048	100	(900)
PETRO-BROWNFIELD EPA	5,000	47,149	42,149	100	(4,900)
REVOLVING FUND	-	13,578	13,578	53,948	53,948
REVOLVING ASSESSMENT	-	9,049	9,049	35,905	35,905
PROJ COSTS PLAN 2 MOTOR WHEEL	156,698	246,089	89,391	205,412	48,714
PROJ COSTS PLAN 6 BOJI	82,829	118,936	36,107	-	(82,829)
PROJ COSTS PLAN 8 DAVID NICLES	27,264	27,249	(15)	27,061	(203)
PROJ COSTS PLAN 9 SCHAFER BAKE	125	125	(0)	135	10
PROJ COSTS PLAN 10 NEOGEN	9,050	20,738	11,688	19,585	10,535
PROJ COSTS PLAN 11 NEOPHASE	11,416	11,410	(6)	10,654	(762)
PROJ COSTS PLAN 12 PERCY BEAN	6,188	6,185	(3)	6,826	638
PROJ COSTS PLAN 14 PRUDDEN	54,475	69,460	14,985	71,345	16,870
PROJ COSTS PLAN 16 METRO FORD	6,051	6,048	(3)	16,760	10,709
PROJ COSTS PLAN 17 BUILDERS PL	43,694	43,671	(23)	40,815	(2,879)
PROJ COSTS PLAN 19 STYLELINE	9,546	11,132	1,586	10,354	808
PROJ COSTS PLAN 20 LORANN OILS	5,779	5,775	(4)	5,878	99
PROJ COSTS PLAN 21 WOHLERT	54,584	54,816	232	52,711	(1,873)
PROJ COSTS PLAN 7 CAP LABS	19,739	20,080	341	17,762	(1,977)
PROJ COSTS PLAN 22 SCHULTZ INC.	142	163	21	973	831
PROJ COSTS PLAN 23 STADIUM PTR	-	8,903	8,903	47,951	47,951
PROJ COSTS PLAN 27 SOS	-	826	826	-	-
PROJ COSTS PLAN 30 BRWNFLD DEV SP	-	4,024	4,024	9,577	9,577
PROJ COSTS PLAN 32 DON WALKER	-	-	-	41	41
DEBT SERVICE BROWNFIELD BTS	269,800	269,800	-	462,045	192,245
Total	1,003,449	1,335,889	332,440	1,762,676	759,227
Difference Between Revenues and Expenses	-	326,957	326,957	-	-

Fiscal Year 2009 Capital Improvement Plan

FY 2009 Capital Improvement Program

FY 2009 Capital Improvement Program		Funding Sources								
Project	FY 2009 Appropriation	General Fund	Garage Fund	Parking Fund	Street Funds	Sewer Fund	Parks Millage	Special Assessments	Grants/ Trusts	Bonds/ Loans
<u>Facilities</u>										
Facility Capital Improvements	450,000	450,000								
Lansing Center Point of Service Project	135,000	135,000								
Consolidation/Facility Studies	100,000	100,000								
Subtotal	685,000	685,000	-	-	-	-	-	-	-	-
<u>Finance/Information Technology</u>										
Computer Replacements	125,000	125,000								
Public Education & Gov't Television Capital Improvements	350,000								350,000	
Software Packages	1,230,000									1,230,000
Subtotal	1,705,000	125,000	-	-	-	-	-	-	350,000	1,230,000
<u>Public Safety</u>										
Radio Lab Tower	16,000	16,000								
Fire Turnout Gear	108,000	108,000								
Fire Self-Contained Breathing Apparatus	28,000	28,000								
Fire Station 41 Apron	34,000	34,000								
Fire Investigation Evidence Storage	16,000	16,000								
Fire Training Tower Overhead Doors	21,000	21,000								
Ambulance	140,000									140,000
Police Cruisers	320,000		320,000							
Police In-Car Video	400,000									400,000
Police Laptop Computer Replacements	370,000									370,000
Subtotal	1,453,000	223,000	320,000	-	-	-	-	-	-	910,000
<u>Planning & Neighborhood Development</u>										
City Master Plan Project	200,000	200,000	-	-	-	-	-	-	-	-
<u>Parking Fund</u>										
Parking Ramp Restoration	1,610,000			1,610,000						
Security/Customer Service Assistance System	100,000			100,000						
Pedway Repairs	250,000			250,000						
Wayfinding Signage	110,000			110,000						
Subtotal	2,070,000	-	-	2,070,000	-	-	-	-	-	-
<u>Parks & Recreation</u>										
Professional Services	81,701						81,701			
Rivertrail Maintenance & Repair	78,000						78,000			
Citywide Maintenance & Repair	80,000						80,000			
Fenner Nature Center Deck Replacement	45,000						45,000			
Playground Equipment Replacement & Repair	210,000						210,000			
Frances Park Improvements - Phase I	150,000						150,000			
Frances Park Waterfront Improvements (DNR Grant Match)	197,905						197,905			
Forestry Tree Inventory Software	150,000						150,000			
Davis Park Trail Improvements	150,000						50,000		100,000	
Gier Gym Expansion - Phase 2	300,000						300,000			
Forestry Tree Plantings	30,000						30,000			
Mt. Hope Cemetery Improvements	130,000						65,000		65,000	
	1,602,606	-	-	-	-	-	1,437,606	-	165,000	-

(continued)

FY 2009 Capital Improvement Program

FY 2009 Capital Improvement Program		Funding Sources								
Project	FY 2009 Appropriation	General Fund	Garage Fund	Parking Fund	Street Funds	Sewer Fund	Parks Millage	Special Assessments	Grants/ Trusts	Bonds/ Loans
Public Services/Transportation										
CSO Eligible Roads - Sewer Revolving Loan Program	4,940,000									4,940,000
CSO Ineligible Roads - Sewer Fund Share	1,230,000									1,230,000
CSO Ineligible Roads - General Fund Share	2,730,000									2,730,000
Road/STP Federal Aid Project	2,650,000				1,000,000				1,650,000	
Road Construction - Major Streets	1,500,000				1,500,000					
Road Construction - Local Streets	500,000				500,000					
Grand Avenue Enhancement	900,000								550,000	350,000
Bridge Rehabilitation	1,305,000				450,000				855,000	
Traffic Signalization Upgrades	125,000				125,000					
Major Street Sidewalk Gap Closure Program	230,000				150,000			80,000		
Sidewalk Repair Program	220,000	155,000						65,000		
Stormwater Phase II Permit	60,000	60,000								
CSO Design and Construction	31,320,000									31,320,000
City Share of Sanitary Sewers	560,000					560,000				
City Share Delhi Sewers	5,000					5,000				
City Share Delta Sewers	5,000					5,000				
Pump Station Repairs	200,000					200,000				
Wastewater Bar Screen Improvement	2,100,000					2,100,000				
Wastewater Solids Handling Modification	1,300,000					1,300,000				
Wastewater Plant Improvements	700,000					700,000				
Wastewater Roof Replacement Project	250,000					250,000				
Wastewater Communications Project	565,000					565,000				
Central Interceptor Rehabilitation & Manhole Replacement	885,000					885,000				
Hazel/River Diversion Chamber	100,000					100,000				
Misc. CSO Inflow & Infiltration	220,000									220,000
Subtotal	54,600,000	215,000	-	-	3,725,000	6,670,000	-	145,000	3,055,000	40,790,000
Fleet Services										
Vehicle & Equipment Purchases	1,870,100	-	1,711,100	22,000	-	137,000	-	-	-	-
Total Capital Projects - FY 2008/2009	64,185,706	1,448,000	2,031,100	2,092,000	3,725,000	6,807,000	1,437,606	145,000	3,570,000	42,930,000
Available Fund Balance in the Capital Projects Fund		455,000								
Net General Fund New Cost		993,000								

Note: "CSO" stands for Combined Sewer Overflow, a sewer separation project mandated by the U.S. Environmental Protection Agency and the Michigan Department of Environmental Quality

FISCAL YEAR 2008-2009 CAPITAL IMPROVEMENT PROJECTS

FACILITIES

Facility Improvements

Several improvements to heating, air handling, and air-conditioning systems; electrical systems; plumbing; and drain and water supply systems have been identified for the City Hall and other facilities. Several million dollars could easily be spent on needed maintenance, but the Administration intends to first evaluate the cost/ benefit of continuing to make significant expenditures on current buildings, City Hall in particular. Some of these funds will be spent on energy-saving improvements identified in a recent energy audit of City Hall.

Lansing Center Point-of-Service Project

As a stipulation of the present operating agreement with the Lansing Lugnuts, the City of Lansing is obligated to spend between \$100,000 and \$200,000 annually for capital repairs at Oldsmobile Park beginning in the 2009 Budget year. The City of Lansing originally purchased a Point of Service ordering system when the ballpark was built. This system is now over ten (10) years old, and the manufacturer is no longer in business. The new system is designed to increase efficiency possibly improving profitability by increasing the number of potential transactions.

Consolidation/Facility Studies

Evaluation studies to assess the cost-effectiveness and feasibility of: consolidating Police precincts, consolidating two of the City fire stations, consolidating the City's two garages, and co-locating grounds maintenance functions. This continues efforts to increase customer service and enhance public safety, begun by the continued efforts to co-locate the City's Assessing and Treasury/Income Tax divisions, and Planning & Neighborhood Development with the Engineering division.

FINANCE/INFORMATION TECHNOLOGY

Computer Replacement

This funding will be used to continue a replacement schedule for computer equipment throughout the City, to ensure employees are able to run necessary computer applications without performance issues.

Public Education & Government Television (PEG) Capital Improvements

Restricted funds from the 2% fee remitted to the City by video service franchisees will support the acquisition of new equipment and the upgrade of existing equipment utilized by the City's Public, Educational and Government (PEG) cable television network.

Software/Technology Packages

A lease-purchase arrangement is proposed for the purchase of software to enhance customer service and to ensure processes are carried out effectively and efficiently, including a

centralized receipting system; expansion of the Document Management System to all departments; implementation of a Human Resources/applicant online system; an asset management system; replacement and/or integration of the current code compliance software to the current assessing and future receipting software packages; and expansion storage area network capacity.

PUBLIC SAFETY

Radio Lab Tower

The City of Lansing Radio Lab Tower is outside of OSHA compliance, regarding the climbing equipment. This is a great liability with out the updated equipment. Some of the necessary equipment items are a climbing ladder instead of pegs and a fall restraint system. The tower also has equipment that should be removed to reduce the impact that severe weather can have on the tower, for example an ice storm, the additional unnecessary equipment increases the load on the structure.

Fire Turnout Gear

The City of Lansing is contractually required to provide turnout (structural fire fighting protective clothing) gear for the firefighters. This equipment is necessary to provide proper protection to the firefighters while they are fighting fires. The replacement of gear will be on a four-year cycle.

Self-Contained Breathing Apparatus (Respiratory Protection)

The Fire Department has been able to extend the life of our SCBA (Self-Contained Breathing Apparatus), thanks to the Maintenance Alarm Division (MAD), who are trained and qualified to do repairs and testing of this equipment. Replacement of this equipment will be on a three-year cycle.

Fire Station #41 Apron

To provide a safe approach for Fire personnel and the public, the apron (driveway) for Station #41 is being repaired, if necessary, replaced.

Fire Investigation Evidence Storage (Station #41 to #48)

Moving the storage area to Station 41 will improve access to the space. Installing the fire alarm system, ventilation, and sprinkler system provide for greater safety and security of evidence.

Fire Training Tower Overhead Doors

The Department Training Tower overhead doors are the building's original. These doors are made of aluminum and transmit heat very easily. Updating to the City standard, commercial two-inch insulated overhead door, would provide greater heat retention in the winter and keeping the building cooler in the summer, as well helping control energy costs.

Ambulance

A lease-purchase arrangement is proposed for one ambulance, in order to enhance response to call for emergency medical issues.

Police Cruisers

Replacement of sixteen (16) of the 57-car Police cruiser fleet is needed for fiscal year 2009.

Police In-Car Video and Laptops

In-car camera systems are a valuable law enforcement technology used for protecting and enhancing public safety and accountability, and laptops are a valuable tool for officers.

Purchase of in-car video and replacement of the current, aged laptops is proposed through a lease-purchase arrangement.

PLANNING & NEIGHBORHOOD DEVELOPMENT

Master Plan

\$200,000 is proposed, in addition to the \$150,000 available from previous appropriations, for the development of the City's Master Plan. The Plan will replace the City's current plan, which is over fifty years old. Completing the Plan is anticipated to take eighteen months.

PARKING

Parking Ramp Restoration

Many of our parking ramps are now reaching, or have exceeded, their design life; a significant commitment to ongoing major maintenance is necessary to extend the life of these facilities. Miscellaneous repairs are anticipated primarily for the North Grand Ramp and Townsend Ramp.

Security/Customer Service Assistance System

Security and customer assistance systems will increase the accuracy of information gathered when providing assistance to customers and to improve the audit trail for cash handling.

Pedway Repairs

Necessary immediate repairs to the Pedway connecting the North Grand Ramp to the Radisson and Lansing Center will be done. However, major improvements will not be made until the plans for the Accident Fund project have been finalized and the future of the Pedway is determined.

Wayfinding Signage

Wayfinding signage, both interior and exterior, will be provided for parking ramps and lots. This will be an ongoing project.

PARKS AND RECREATION

Professional Fees

Architectural and engineering services for proposed parks capital improvement projects

Rivertrail Maintenance and Repair

Repairs to bridges, boardwalks and asphalt sections of the Lansing River Trail

City-wide Repair and Maintenance

These funds are utilized to provide unanticipated or emergency repair and maintenance needs within the park system.

Fenner Nature Center Deck Replacement

Additional funds are needed for a complete replacement of the deck. Money budgeted in FY 2006 focused on the deck and railing *repairs*.

Playground Equipment Replacement and Repair

Funding for the replacement and placement of new playground equipment to improve safety and make compliant with current federal playground equipment safety standards. Six playgrounds will be targeted for improvements.

Frances Park – Phase I

The “Friends of Frances Park”, a citizen park advocacy group, has been working with the Parks and Recreation Department and the Landscape Architectural Department of Michigan State University to develop a Master Plan for Frances Park. This task was completed this year and this funding would support the construction of one of the first elements of the new Frances Park Master Plan.

Frances Park Waterfront Improvements (DNR Grant Match)

The Parks and Recreation Department is proposing a waterfront improvement project at Frances Park that will provide for safe access to the park by installing a pathway that connects the existing path, east of the fishing pier, heading east to Cambridge on the southern shore of the Grand River. Located on parkland, this pathway will provide safe access to the park and fishing pier for the residents in the Cambridge Street area. The grant also calls for the installation of two, 5-boat slip docking facilities, one at the existing fishing pier and one at the point where Mt. Hope and Moores River Drive converge. Also at that point, a fishing pier is projected to be built.

Forestry Tree Inventory Software

The existing software program for the management of the city’s urban forest is obsolete. We can no longer use this software with our current hardware. The new software will provide a better system for inventorying our urban forest and generating work orders.

Davis Park Trail Improvements

This funding coupled with an additional \$100,000 from the Davis Park Trust Fund will provide an asphalted, interior walking path in the interior of the park. Future plans include a

connecting path that will east and west further connecting additional City and County parks as well as the Lansing River Trail.

Gier Gym Expansion – Phase 2

This allocation plus the FY 2008 allocation of \$200,000 totals \$500,000 of a proposed project cost of \$800,000. It is anticipated that an additional \$300,000 will be appropriated in the FY 2010 budget. The project has been designed using funding from FY 2005. The project, once fully funding, could be under construction as soon as late fall 2009.

Forestry Tree Plantings

This funding will be used to purchase trees to replace the dead and dying ash trees throughout our parks and the city.

Fratcher Foundation Cemetery Matching Funds

This is the City of Lansing matching contribution to the Charlie Fratcher Foundation. Currently, a master plan has been developed for the “basin area” within Mt. Hope Cemetery and this funding will be used to actually construct one phase of that master plan.

PUBLIC SERVICE

CSO – Eligible and Ineligible Roads

The City is under consent order by the U.S. EPA and MDEQ for the separation of its combined storm and sanitary sewer sections to complete the Combined Sewer Overflow (CSO) program by 2020. A portion of Sewer Overflow (CSO) road construction eligible for discounted loan funding from the State Revolving Loan Fund (SRF) and a portion is ineligible for the funding, requiring funding by the City’s sewer and General funds.

Road/STP Federal Aid Project Match

This request is to provide funding for engineering, project management costs and required construction match funds for the Federal Aid Surface Transportation Program (STP) approved projects.

Major & Local Street Road Improvements

The balance, after maintenance requirements, of Act 51 and Metro Act funds available major maintenance of major and local streets.

Grand Avenue Enhancement

The Grand Avenue Enhancement will fund construction engineering, non-participating items and local match requirements for streetscaping elements between St. Joseph street and Shiawassee street. These elements will be consistent with previous streetscaping projects in the downtown area and will include decorative clay pavers, tree and shrub plantings, decorative benches and miscellaneous streetscaping elements.

Bridge Rehabilitation

The deck of the bridge over the Red Cedar River on Aurelius Road will be replaced, and there will be minor substructure repairs to the bridge.

Traffic Signalization Upgrades

Modernize and upgrade signal system infrastructure, including modernization of traffic signals, installation of pedestrian signals, change-out of incandescent fixtures to LEDs, and upgrades to signal communications infrastructure

Major Streets Sidewalk Gap Closure Program

Construction of new sidewalk along major streets in order to eliminate gaps in the major street sidewalk network. This project could help reduce the City's liability by creating safe pedestrian routes. It will increase sidewalk maintenance costs 20 to 30 years in the future. In 2006, Lansing City Council amended City Ordinance 1024.07 to make new sidewalk 50% assessable, reduced from 100%. It is assumed 65% of actual project costs will be City share and 35% will be assessable due to non-assessable work.

Sidewalk Repair

This request will fund a basic repair program that allows the City to repair only the worst sidewalk in terms of condition and safety. This project could help to reduce the City's liability due to trip and fall incidents on our sidewalks.

Stormwater Phase II NPDES Permit

This request is to fund efforts required as part of the City's NPDES stormwater permit. Previously budgeted funds will be combined with this funding to satisfy permit requirements in FY 2009.

Combined Sewer Overflow (CSO) Design/Construction

This is the annual continuation of the City's Combined Sewer Overflow project. The budgeted amount is for design and construction. \$6.6 million is available from the City's 2003 Revenue bond issue, and \$24.7 million is proposed in new bonds from the state revolving fund.

City Share of Sanitary Sewers

This provides annual funding to make the necessary repairs to the City's sewage system to improve operations and to make emergency repairs on an as needed basis.

City Share of Delhi and Delta Sewers

As part of the sanitary sewer agreements with these townships, the City is required to set aside a portion of the funding.

Pump Station Repairs

All pumping stations servicing the City of Lansing and interjurisdictional areas must be kept maintained for optimal performance at all times to prevent system backups and reduce overflows. Several pump stations require pump rebuilding and maintenance, electrical and instrumentation maintenance, as well as odor control system maintenance.

Wastewater Bar Screen Improvement

Bar Screens are used in the preliminary process of wastewater treatment. Bar screens screen large debris in the wastewater to protect and reduce fouling of downstream process equipment. The current bar screen mechanisms are obsolete, fail often, and require constant maintenance. This project would involve a screen building hydraulic study, flow measurement flume replacement, replacement of four (4) mechanical bar screens, and structural improvements. This project would provide for adequate removal of large debris from the wastewater stream, accurate headworks flow measurement, reduced grit and organic deposition, and balanced flow splits between treatment trains.

Wastewater Solids Handling Modification

This project will provide for a new variable frequency driven pumps in the raw sewage building; a new variable frequency driven pumps in the recycle flow building; one new secondary clarifier (to replace two of them) in the North Plant (the existing two clarifiers are approximately 55 years old); rehabilitation of tanks #1, #2 and #4 for sludge storage capacity (these are approximately 80 years old); and rebuilding our centrifuge process as well as replacing the associated sludge storage pumps (approximately 20+ years old). Maintaining efficient solids handling processes is a NPDES permit requirement. This project will improve the reliability and capacity of our existing process.

Wastewater Plant Improvements

This project will provide several different pieces of equipment for the secondary process at the Wastewater Treatment plant: sludge depth measurement in primary and secondary systems; a low pressure blower and appropriate cross-over piping between north and south secondary treatment systems; and new fine bubble diffusers and stainless steel header system.

Wastewater Roof Replacement Project

The Wastewater Division has numerous buildings. Several of these building roofs are leaking and in need of immediate replacement. Many other building roofs are at the end of their useful life, or have exceeded their useful life. This is an ongoing project funded the past three years to provide for replacement of existing failed, leaking, and temporarily repaired roofs.

Wastewater Communications Project

This project will provide for the purchase and installation of wireless communications equipment necessary to monitor Combined Sewer Overflow (CSO) regulator discharges to prevent Sanitary Sewer Overflows (SSO's); monitor all pumping stations throughout the City (currently we depend on digital telephone equipment owned by AT&T); and communicate with all personnel at the facility (hand held radios). This project is an investment in reliability of communication and will provide a significant reduction in costs. This project will also satisfy a MDEQ requirement to prevent SSO's and is a one-time expenditure.

Central/Sycamore Lindberg Interceptor Rehabilitation and Manhole Replacement

Several reaches of Central and Sycamore Lindberg interceptors between Kalamazoo Street and Poxson Park, including manholes, are in poor condition. The worst conditions are generally between Kalamazoo Street and Siphon No. 11 at the Red Cedar River as evaluated by TetraTech and reported in "Master Plan Task I – Flow Monitoring and Condition Assessment, Final Report, November 2006". This project will rehabilitate deteriorated reaches of the Central and Sycamore Lindberg interceptors and will replace manholes.

Hazel/River Diversion Chamber

This project will evaluate the Hazel-River Diversion Chamber and various river siphons located on the Central Interceptor / Sycamore-Lindbergh Interceptor for structural and functional adequacy and for the development of a remedial plan for rehabilitation.

Miscellaneous Combined Sewer Overflow - Infiltration and Inflow

This funds the expenses for separate system inflow and infiltration elimination, in conjunction with the Combined Sewer Overflow project. Infiltration and Inflow is terminology for stormwater flow into the sanitary sewer system which may result in basement back-ups.

FLEET SERVICES

Fleet and Equipment Replacement

Replace old and worn equipment. Frequency of replacement for each type of equipment is determined by calculations utilizing maintenance records, critical component failure, and resale value

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**Fiscal Year 2009
Budget Resolution
and
Schedule of Fee Changes**

RESOLUTION#213

**BY THE COMMITTEE OF THE WHOLE
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING**

WHEREAS, at its regular Committee of the Whole meetings, the City Council publicly reviewed the operations of City Departments and the status of critical issues with City Departments; and

WHEREAS, the City Council held special Committee of the Whole meetings during evening hours at Dwight Rich Middle School on April 22, 2008, and Foster Community Center on April 24, 2008, and as part of the Council meeting to provide opportunities for citizens to comment on the proposed City budget; and

WHEREAS, the City Council held eight days of televised public hearings to review, and when necessary amend, the Mayor's FY 2008-09 budget recommendations; and

WHEREAS, in accordance with City Charter and the State Uniform Budgeting and Accounting Act, notice was published and a public hearing was held on ~~April 14~~ **May 5**, 2008, in regard to the FY 2008-09 budget and capital improvements; and

WHEREAS, in the light of the present economy the City Council maintains that essential services, such as police, fire, ~~and~~ 911 and other services be protected from budget cuts to the extent possible in its FY 2008-09 budget priorities; and

WHEREAS, the City Council wholeheartedly recognizes the importance of ~~forward planning~~ **forwarding a plan** to allow essential services to be maintained during difficult budget times; and

WHEREAS, the City Council developed budget policy referrals to allow continued oversight of several critical issues which were raised during the FY 2008-09 budget process; and

WHEREAS, the proposed budget maintains funding for the Combined Sewer Overflow abatement project, while restraining estimated increases in sewer fees for the next two years to 4% per year; and

WHEREAS, the City Council adopts an amendment to the Mayor's proposed budget that ~~will~~ **could** reduce the City's structural budget deficit;

NOW, THEREFORE, BE IT RESOLVED that the Mayor of the City of Lansing presented in his budget the following property tax levy recommendation to the City council, which is the same total property tax levy as in FY 2007-08;

BE IT FURTHER RESOLVED that the City of Lansing's FY 2008-09 operating property tax levy will be 15.01 mills, which is an increase of .06 mills, and the City's debt service levy will be .82 mills, which is a decrease of .06 mills, for a combined total tax levy of 15.83;

BE IT FINALLY RESOLVED that the Mayor's Recommended Budget for FY 2008-09 be adopted with the following amendments:

BUDGET AMENDMENTS

	<u>Revenue Changes</u>	<u>Expenditure Changes</u>
I. GENERAL FUND		
A. General Fund Revenues		
1. Transfer from CIP Fund – PEG Funding	\$ 80,000	
2. Transfer from CIP Fund – Council Personnel	44,000	
B. General Fund Expenditures		
1. City TV		
a. Increase Capital – PEG Funding		\$80,000
2. City Council		
a. Increase Personnel		44,000
3. Police Department		
a. Decrease Operating - Police Surveillance Camera Project		(44,000)
4. Planning and Neighborhood Development		
a. Decrease Operating		(5,500)
b. Increase Operating – Lansing Neighborhood Council		5,500
5. Human Services Funding		
a. Decrease Human Services Discretionary		(16,000)
b. Decrease Grant Match Fund		(8,000)
c. Increase Chess Program		6,000
d. Increase Network CTS Baker/Donora		3,000
e. Increase Black Family and Child Institute		5,000
f. Increase Care Free Medical		5,000
g. Increase Southside Community Coalition		5,000
6. Parks and Recreation		
a. Decrease Operating		(15,000)
b. Increase Operating – Fenner Provision of Services Contract		15,000
7. Remove Cost Reduction Measures		\$3,350,000
		(continued)

BUDGET AMENDMENTS

	<u>Revenue Changes</u>	<u>Expenditure Changes</u>
8. Reduce Fringe Benefits – Generic Prescription Benefits Savings		(1,300,000)
9. Reduce Personnel & Fringe Benefits – Retirement Incentive		(695,000)
10. Reduce Personnel & Fringe Benefits – Vacant Positions		(1,000,000)
11. Reduce Fringe Benefits – Changes to Health Care Opt Out Incentive		(355,000)
12. Transfers to Other Funds		
a. Increase Transfer to Capital Improvement Fund – Police Surveillance Camera Project		44,000
Total General Fund Changes	<u>\$124,000</u>	<u>\$124,000</u>
II. CAPITAL IMPROVEMENTS FUND		
A. Revenues		
1. Increase Transfer from General Fund	\$44,000	
B. Expenditures		
1. Decrease Cable Project PEG fees		\$(80,000)
2. Increase Transfer to General Fund		80,000
3. Police Surveillance Camera Project		0
4. Increase Transfer to General Fund		44,000
Total Capital Improvement Fund Changes	<u>\$44,000</u>	<u>\$44,000</u>
III. PARKS MILLAGE FUND		
A. Revenues		

(continued)

BUDGET AMENDMENTS

	<u>Revenue Changes</u>	<u>Expenditure Changes</u>
1. Increase Use of Fund Balance (Use Rivertrail Maintenance & Repair Appropriations)	\$ 13,000	
2. Increase Use of Fund Balance (Use Rivertrail Maintenance & Repair Appropriations)	200,000	
B. Expenditures		
1. Decrease Rivertrail Maintenance & Repair		\$ (2,000)
2. Increase Fenner Deck Replacement Project		15,000
3. Increase Transfer to Golf Fund for use at Waverly & Red Cedar		200,000
Total Parks Millage Fund Changes	<u>\$213,000</u>	<u>\$213,000</u>
IV. GOLF FUND		
A. Revenues		
1. Increase Transfer from Parks Millage Fund	\$200,000	
B. Expenditures		
1. Increase Golf Operating for use at Waverly & Red Cedar		\$200,000
Total Golf Fund Changes	<u>\$200,000</u>	<u>\$200,000</u>
IV. REFUSE FUND		
A. Revenues		
1. Decrease Revenues – Trash Bag Fee Increase	\$(17,614)	
2. Decrease Revenues – Blue Cart Fee Increases	(21,644)	
3. Increase Use of Fund Balance	39,258	
Total Refuse Fund Changes	<u>\$ 0</u>	<u>\$ 0</u>
V. RECYCLING FUND		
A. Revenues		
1. Decrease Revenues – Recycling Fee Increase	\$(106,354)	
2. Increase Use of Fund Balance	106,354	
Total Recycling Fund Changes	<u>\$ 0</u>	<u>\$ 0</u>

BUDGET POLICIES

1. Encumbrances

Authority is provided to re-appropriate available capital project balances as of June 30, 2008, into the FY 2008-09 budget. All non-capital, unencumbered balances require Council approval for re-appropriation.

Authority is provided to re-appropriate outstanding encumbered obligations which are less than \$5,000 into the FY 2008-09 budget, and the Administration is requested to present Council with a detailed report listing each encumbrance and its corresponding amount by September 2008. Notwithstanding, the above encumbrances which are less than \$5,000 and more than 8 months old shall require Council approval.

2. Residency Incentive

In the event that funds advanced for home purchases are returned from employees, such funds shall be administratively re-appropriated to the City's Residency Incentive Program. Any amounts remaining in the City's Residency Incentive Program at the end of FY 2007-08 will be carried forward to FY 2008-09 and placed into the Residency Incentive Program account. The Administration is requested to identify other potential funding sources to be used for the City's Residency Incentive Program and report its findings to Council by January 1, 2009.

3. Labor Relations

Authority is included to transfer wage reserves and fringes to Departmental line items upon contract settlements.

4. Vacant and Unfunded Positions and Position Eliminations

Positions shown in the various Departmental budgets as eliminated in the FY 2008-09 budget are removed from Departmental Tables of Organization. The Administration is requested to present to Council on or before July 1, 2008, a City wide organizational chart reflecting all FY 2008-09 budgeted positions (funded-filled or vacant) and provide a list, by Department, of each position including position title, FTE, wages and fringes, and whether the position is filled or vacant.

5. Vacancy factor/funded and unfilled Positions

The budget includes an attrition vacancy allowance of \$1,400,000. The Administration is requested to provide Council on July 1, 2008, and every month, thereafter, a list of vacant positions by department. The Administration is also requested to provide, on a quarterly basis, a detailed list by Department of all positions by title, FTE, wages and fringes, and impact programs and/or services which are included within this allowance. The personnel wages and fringes associated with all positions identified above as of July 1, 2008, and any such position vacated, thereafter, shall be placed in a budget control account, and will require City Council approval for expenditure.

6. Infrastructure / Sewage / CSO

Sewage rates shall be maintained at the scheduled 4% increase. Authorization is provided to transfer Sewage funding and State Revolving Loan Fund proceeds to expenditure accounts within the 592 Capital Projects Fund Series and recover residual funding from completed project segments in CSO funds to the Sewage Fund. Authority is provided for the administrative appropriation of 2003 Sewer Bond proceeds for the

ineligible share of Combined Sewer Overflow projects and for such other Sewage Fund projects as are within the provisions of the bond covenant. This authority includes re-appropriation of residual funds for the design phase of succeeding project segments. Authority is provided to administratively appropriate funding from the Lansing Board of Water and Light when the Board chooses to participate in infrastructure repairs which may be accomplished during the CSO project by the City contractor. The Administration is requested to submit to Council detailed quarterly reports beginning September 1st of each year outlining the transfers made pursuant to the above authorization.

7. Golf Fees

The Administration is requested to submit to Council information pertaining to the feasibility to charge non-resident fees for Golf and the financial impact of doing so by June 30, 2008.

8. Public Service

Authority is provided to administratively transfer funding for flood control and storm sewer purposes if such funding is necessary to address flooding or unanticipated storm sewer maintenance needs. Administrative transfer authority is authorized for expenditure of 1990-II Environmental Bond Fund proceeds and to transfer Technical Equipment Replacement funding to the Service Garage fund and to create appropriate expenditure accounts. The Administration shall submit to Council detailed quarterly reports beginning September 1st of each year outlining the transfers made pursuant to the above authorization.

9. Act 51 Major and Local Streets

Transfer authority is not limited by departmental allocation. Administrative authority is included for appropriation of MDOT special authorization funding. Authorization is included to carry forward residual appropriations from FY 2007/2008 Traffic Maintenance accounts for matching the ITS Signal Pre-emption Grant. The Administration shall submit to Council detailed quarterly reports beginning September 1st of each year outlining the transfers made pursuant to the above authorization.

10. Parking System Fund

Authority is provided to administratively transfer to Capital Project accounts from Operating Cost accounts to meet bid or unforeseen major maintenance cost requirements. The Administration shall submit to Council detailed quarterly reports beginning September 1st of each year outlining the transfers made pursuant to the above authorization.

11. Fees

Approval is herein given to charge fees as listed in the budget fee schedules.

12. Grants

The Administration shall present to Council every application for any grant and, upon notification of the award of a grant, shall submit the grant to Council for acceptance. Administrative authority is given to create the necessary accounts and transfers in accordance with the requirements of the grantor. Any grant that can be applied for administratively should be submitted for Council review within 10 days of the application.

13. Debt Service

Authority is provided to transfer residual balances between General Obligation Bond

Funds, upon completion of repayment, to meet funding needs in other General Obligation issues and to close funds. The Administration shall submit to Council detailed quarterly reports beginning September 1st of each year outlining the transfers made pursuant to the above authorization.

14. Civil Actions, Claims, and Damages

Whenever a claim is made or any civil action is commenced against the Mayor, a City Council member, a non-bargaining unit employee, or a Lansing retirement board trustee (collectively in this provision "the Employee") for damages caused by an act or acts of the Employee within the scope of his or her authority and while in the course of his or her employment with the City or his or her duties on behalf of the retirement board, the City will pay for, engage, or furnish the services of an attorney to advise the Employee as to the claim and to appear for and represent the Employees in the action. If the City Attorney does not provide the attorney services, the attorney selection shall be made by the City in the manner the City determines. The City may compromise, settle, and pay a claim before or after the commencement of any civil action. Whenever any judgment for damages caused by the act or acts of the Employee covered under this provision is awarded against the Employee as the result of a civil action, the City will indemnify the Employee or will pay, settle, or compromise the judgment. The City's obligations under this provision, however, is contingent upon the Employee giving prompt notice of the commencement of the action and upon the Employee cooperating in the preparation, defense, and settlement of the action. The term "scope of authority" under this provision does not include any act or acts of Employee (i) fraud, (ii) dishonesty, (iii) willful, intentional, or deliberate violation of the law or breach of fiduciary duty, (iv) criminal act, or (v) traffic violation; nor does this provision abrogate or diminish governmental immunity.

15. Consolidated Law Enforcement Building

The Administration is requested to submit to Council a detailed analysis and business plan for Consolidated Law Enforcement Building to include the centralization of all police facilities and operations, 911 Center, and 54A District Court. This analysis should include the efficiencies that will be achieved, detail analysis of cost savings, and the elimination of redundancies.

16. Capital Improvement Projects

The Internal Auditor will provide an annual report to Council on all projects completed in the prior fiscal year regarding the Capital Improvement Project budgets and all cost overruns or under expenditures. This report will be submitted by January 31st each year for consideration by Council.

17. City's Road Maintenance/Construction Capital Improvement Plan

The Administration is requested to update on an annual basis and submit to Council by January 1st each year.

18. 425 Agreements/Project Labor Agreements

Council will review language to be incorporated in all future City 425 Agreements and Project Labor Agreements that addresses employment opportunities for City of Lansing residents and other issues that will protect the interests of the City.

19. Contracts

The Administration is requested to submit to Council by September 15, 2008, a detailed

analysis and recommendations as to which contractual services above \$50,000, which were previously identified, could be brought “in-house”, either in part or in total. The analysis should include projected costs and efficiencies.

20. Community Resource Officers

The Chief of Police provided four officers to assigned schools; the City Council strongly suggests that the Lansing School District reimburse the City for half the officers’ wages and fringes.

21. Human Services and Community Supported Agencies Funding

The plan for funding Agencies submitted to Council designate particular Agencies. If any agency does not apply for or use their funding, all funds will remain in their respective account(s) for additional appropriation and approval by Council for Human Services and Community Supported Agencies use pursuant to the Charter transfer authority. The Administration/Human Relations Community Services Department is requested to submit to Council a quarterly report on the status of the Human Services and Community Supported Agencies’ funding. This report should include the accounting level detail appropriation; amount spent, balance, and a notation as to whether the balance of funds is expected to be spent by the end of the Fiscal Year; if not, why?

22. Personnel and Fringe Accounts

Administrative transfer authority shall be as set forth in Section 7-107.3 of the City Charter.

23. Team Concept

Administration is requested to review and bring back to Council possibilities for providing services on a team basis so that workers develop ownership of their areas.

24. Event Costs

The Administration is requested to present Council with a detailed analysis by January 1, 2009, of the costs spent by the City on all public events which occurred from July 1, 2008, through December 31, 2008. This analysis is to include a breakdown, by event, the related City costs such as police, public service time, parks, etc. The Administration is to collect this data on a continuous basis and report its findings to Council on January 1st of the calendar year.

25. South Side Community Center Funding

Council requests Administration keep funds segregated that have been identified for the South Side Community Center, including interest.

26. Pedway

The Administration is requested to submit to Council by October 1, 2008, a detailed plan and budget for the renovation the Pedway.

27. City Capital Improvement and Maintenance

The City’s Capital Improvement and Maintenance Plan is referred to Committee of the Whole for review and consideration by January 1, 2009.

28. Wood Street Sidewalk

Administration is requested to review whether a sidewalk on Wood Street is needed.

29. Light on Fairview and Saginaw

Administration is requested to work with MDOT on changing the caution light at Fairview and Saginaw to a full phase traffic signal light and installing a full phase traffic signal light and pedestrian crossway at Marshall and Grand River.

30. In Car Camera

The Police Department by August 1, 2008 is requested to develop a policy concerning the utilization of in-car cameras in police vehicles. The policy shall be submitted to Council for their review and input.

31. Davis Park

The Parks Department is requested to review with Council the Master Plan for Davis **Park** by September 1, 2008, to determine the priority of the ball diamond and the modular ~~skateboard~~ **skate park**.

32. Sidewalks

The Council supports installation of sidewalks to fill gaps on major streets as outlined in the Public Service Department's 2005 Sidewalk Analysis.

33. Surveillance Cameras

The Mayor has raised sufficient private funds to lease and maintain five surveillance cameras for fiscal year 2008-2009. The Mayor may until he is able to privately fund the remaining cameras, shift camera locations to provide for the widest possible coverage until such time that additional cameras may be procured through private funding.

34. Council's Budget Policy Statement

It is Council's intent and understanding that adoption of the FY 2008-09 budget constitutes the City's official budget priorities and policy.

By Councilmember Quinney

To adopt the Resoution

By Councilmember Kaltenbach

To Amend the 4th WHEREAS clause by striking "April 14" and inserting "May 5"

Motion Carried

By Councilmember Kaltenbach

To Amend the 5th WHEREAS clause by striking the first occurrence of "and"

Motion Carried

To Amend the 6th WHEREAS clause by striking "forward planning" and inserting "forwarding a plan"

Motion Carried

By Councilmember Kaltenbach

To Amend the 9th WHEREAS clause by striking “will” and inserting “could”

Motion Carried

By Councilmember Kaltenbach

To Amend Budget Policy #31 following “Master Plan for Davis” by inserting “Park” and following “modular” by striking “skateboard” and inserting “skate park”

Motion Carried

By Councilmember Dunbar

To Amend Budget Policies by inserting

32. Sidewalks

The council supports installation of sidewalks to fill gaps on major streets as outlined in the Public Service Department’s 2005 Sidewalk Analysis. and renumbering the remaining section.

Motion Carried (Councilmembers Allen, Jeffries and Wood voting Nay)

By Councilmember Wood

To Amend Budget Policies by inserting

33. Surveillance Cameras

The Mayor has raised sufficient private funds to lease and maintain five surveillance cameras for fiscal year 2008-2009. The Mayor may until he is able to privately fund the remaining cameras, shift camera locations to provide for the widest possible coverage until such time that additional cameras may be procured through private funding. and renumbering the remaining section

Motion Carried

By Councilmember Wood

To Amend Budget Amendments I B 3 a. following “Police” by inserting “Surveillance”

Motion Carried

By Councilmember Wood

To Amend Budget Amendments I B 12 a. following “Police” by inserting “Surveillance”

Motion Carried

By Councilmember Wood

To Amend Budget Amendments II B 3 following “Police” by inserting “Surveillance”

Motion Carried

By Councilmember Wood

To Amend Budget Amendments III B 3 following “Fund” by inserting “for use at Waverly & Red Cedar”

Motion Carried

By Councilmember Wood

To Amend Budget Amendments IV B 1 following “Operating” by inserting “for use at Waverly & Red Cedar”

Motion Carried

By Councilmember Dunbar

To divide the question to allow for separate votes on the Human Relations and Community Services Budget

Motion Carried

By Councilmember Dunbar

To recuse Councilmember Dunbar from the vote on Human Relations and Community Services Budget

Motion Carried

The question being the motion to approve Human Relations and Community Services Budget

Motion Carried (Councilmember Dunbar abstaining)

The question being the motion to approve the remainder of the Resolution

YEAS: Councilmembers Allen, Dunbar, Hewitt, Jeffries, Kaltenbach, Quinney Robinson
and Wood

NAYS: None



Virg Bernero
Mayor

OFFICE OF THE MAYOR

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LANSING CITY CLERK

May 14, 2008

Council President Brian Jeffries and Council Members
Lansing City Council
Lansing City Hall – Tenth Floor
124 W. Michigan Avenue
Lansing, MI 48933

Dear President Jeffries and Council Members,

The budget I presented to you in March outlined a spending plan that continues our City's commitment to excellent police and fire services, promotes economic development and job growth, invests in our critical infrastructure, and improves the quality of life in our neighborhoods. Rather than burdening our taxpayers with higher taxes or mortgaging our future by draining our financial reserves, my spending plan relies on a variety of operational efficiencies, reduction of unnecessary costs and a commitment to work with our employee unions to achieve long-term savings in our labor costs.

Over the past several weeks, my Administration has worked in good faith with the City Council and listened to the citizens of Lansing to address their areas of greatest concern. As a result of this positive dialogue, my Administration has agreed to add funding to Fenner Nature Center and to delay the implementation of increased fees for recycling and solid waste disposal. I am especially encouraged that the adopted budget shows considerable consensus between the Mayor's Office and the City Council on the need to reduce labor costs in order to resolve the structural deficit.

However, I am deeply disappointed that Council chose to reduce the budget for our Police Department in order to prevent my Administration from implementing the next phase of our neighborhood security camera project. At the same time, Council transferred these funds to the Council's personnel budget for the purpose of hiring an additional Council staff member.

"Equal Opportunity Employer"

Council President Brian Jeffries and Council Members

May 14, 2008

Page Two

In these challenging times, we are called upon as public officials to lead by example and to share in the sacrifices we are asking of our City employees. Except for our police and fire departments, every department in our City, including my own office, is doing more work with fewer personnel. Therefore, I believe it is wrong to add staff to the City Council office at a time when we may have no choice but to lay off existing City employees who provide essential services to our citizens.

For these reasons, I have vetoed the reduction in the Police Department budget as well as the transfers and budget increases approved by Council to effectuate the hiring of an additional staff member in the Council Office.

Despite our disagreement on this issue, I do appreciate the hard work of all involved in this year's budget process, which resulted in agreement on more than 99% of the City's spending plan for the coming fiscal year. I look forward to continuing to work in good faith with you to move our City forward.

Sincerely,

A handwritten signature in black ink, appearing to read 'Virg Bernero', written over a horizontal line.

Virg Bernero
Mayor of Lansing

NOTICE OF VETO


Pursuant to my authority under the Charter of the City of Lansing, I hereby veto and suspend the operation of the following items in Resolution #213, Council's adopted budget for Fiscal Year 2008-2009, adopted May 12, 2008. This veto is a comprehensive package that maintains a balanced budget as adopted.

I.A.2	\$44,000	Transfer from CIP Fund – Council Personnel
I.B.2.a	\$44,000	Increase Personnel
I.B.3.a	-\$44,000	Decrease Operating – Police Surveillance Camera Project
I.B.12.a	\$44,000	Increase Transfer to Capital Improvement Fund – Police Surveillance Camera Project
II.A.1	\$44,000	Increase Transfer from General Fund
II.B.3	0	Police Surveillance Camera Project
II.B.4	\$44,000	Increase Transfer to General Fund
<hr/>		
\$0		

My reason for this veto is to preserve a balanced budget while restoring the \$44,000 in operational expenses for the Police Department's neighborhood security camera project that Council cut from my recommended budget. At the same time, my veto removes the \$44,000 in new expenditures added by Council to the general fund budget for the purpose of hiring additional staff in the City Council Office. My veto also suspends the operation of the various transfers to and from the general fund and the capital improvements fund that are used to effectuate the reduction in the police budget and the increase in the Council budget.

Accordingly, I exercise my authority under the Charter and issue this veto, which I believe acknowledges the primacy of public safety and maintains balance in the budget.

Dated: 5-14-08

Signed: 
Virg Bernero, Mayor

FY 2009 FEE CHANGES

Anticipated Revenues Have Been Incorporated Into Fund Estimates		From Current <u>FY08</u>	To Proposed <u>FY09</u>	<u>Fund</u>
District Court				
Probation Oversight Fee		25.00	30.00	General Fund
Traffic Ordinance - Speeding Tickets (var 47)	incr \$5 over current	110-200	115-205	General Fund
Fire				
Fire Inspection	chg flat rate to hourly	50.00	75.00	General Fund
Liquor License Inspection	chg flat rate to hourly	50.00	75.00	General Fund
Re-Inspection (Fire, Liquor License, Plan Review)	chg flat rate to hourly	25.00	75.00	General Fund
Extra Hazardous Site Permit / Inspection		0.00	500.00	General Fund
Planning and Neighborhood Development				
Rental Housing Registration Fee				
New Registration		335.00	355.00	General Fund
Change of Owner		175.00	185.00	General Fund
Rental Housing Inspection - Base Fee per Building	1 or 2 families	205.00	215.00	General Fund
Rental Housing Inspection - Base Fee per Building	multiple families	140.00	150.00	General Fund
Rental Inspection - Single Family (no change)	base add	20.00	20.00	General Fund
Rental Inspection - Duplex (no change)	base add	20.00	20.00	General Fund
Rental Inspection - Multiple Dwelling (no change)	base add	18.00	18.00	General Fund
Rental Inspection - No Show Fee	base add	60.00	65.00	General Fund
Rental Inspection - Appointments Via Cert Mail	base add	25.00	50.00	General Fund
Rental Inspection - Re-Inspection (2d, 3d, 4th)	base add no change 50/100/150	50/100/150	50/100/150	General Fund
Re-Inspection Search Warrant Fee		250.00	265.00	General Fund
Unregistered Rental Investigation Fee	per property	250.00	265.00	General Fund
Red Tag Monitoring Fee	per month no change	150.00	150.00	General Fund
Make Safe or Demolish Process - Demolition Fee		2,000.00	4,000.00	General Fund
Trash/Grass Abatement Fee	excludes direct cost	250.00	265.00	General Fund
Disabled/Abandoned Motor Vehicle Abatement Fee		250.00	265.00	General Fund
Compliance Second & Subsequent Notice Fee	in same calendar year	65.00	75.00	General Fund
Non-Compliance Monitoring Fee	per incident	250.00	265.00	General Fund
Emergency Board-Up Fee		250.00	265.00	General Fund
Lansing Police Call Out Fee		250.00	265.00	General Fund
Parks				
Fees Leader Programs (Gier CC)				
Sand Volleyball		60.00	70.00	General Fund
Brunch w/Bunny		5.00	6.00	General Fund
Teddy Bear Series		5.00	6.00	General Fund
Floor Hockey Tournaments		60.00	75.00	General Fund
Mens Masters Basketball		185.00	200.00	General Fund
Lil Hoopers		15.00	20.00	General Fund
Summer Sports Camp		35.00	40.00	General Fund
Teen Limo Scavenger Hunt		20.00	25.00	General Fund
Spelling Bee (new)		0.00	5.00	General Fund
Fees Softball SR Team		100.00	125.00	General Fund

FY 2009 FEE CHANGES

Anticipated Revenues Have Been Incorporated Into Fund Estimates			
	From Current FY08	To Proposed FY09	Fund
Parks (continued)			
Kids Camps - Hershey Track & Field	1.00	2.00	General Fund
Kids Camps - Hawk Island	1.00	2.00	General Fund
Kids Camps - E.L. Aquatics Center	6.00	8.00	General Fund
Kids Camps - Games Day	1.00	2.00	General Fund
Kids Camps - Edru Roller Skating	7.00	8.00	General Fund
National Jr. Tennis League	25.00	30.00	General Fund
Tennis Local Excellence Training	30.00	33.00	General Fund
Fees Therapeutic Recreation			
Bowling - Resident	14.00	16.00	General Fund
Bowling - Nonresident	21.00	24.00	General Fund
Adaptive Water Skiing	20.00	25.00	General Fund
Special Events	5.00	7.00	General Fund
Limo & Light Tour	20.00	28.00	General Fund
Fenner Nature Center			
Nature Day Camp (1 day)	13.00	14.00	General Fund
Nature Day Camp (2 days)	24.00	26.00	General Fund
Nature Day Camp (3 days)	36.00	39.00	General Fund
Nature Day Camp (4 days)	45.00	47.00	General Fund
Preschool Half-Day (1 day)	8.00	10.00	General Fund
Preschool Half-Day (4 days)	35.00	37.00	General Fund
Toddler Camp (1 day)	25.00	27.00	General Fund
Nature for Pre-Schoolers	35.00	37.00	General Fund
Toddler Class	0.00	4.00	General Fund
Homeclass Class			
Pre-School Tours (Max 25 Group)	25.00	30.00	General Fund
Pre-School Tours (Additional Person - Group)	1.00	2.00	General Fund
Education Tours (Max 30 Group)	35.00	40.00	General Fund
Education Tours (Additional Person - Group)	1.00	2.00	General Fund
Birthday Party Youth	60.00	70.00	General Fund
Day Use (change from day to 2 hr minimum)	5.00	3.00	General Fund
Major Streets Fund (202)			
Utility Cuts			
Utility Cuts - PASER Rating < 8	reference - no change	20.00	20.00 Major Streets
Utility Cuts - PASER Rating 8	per sq foot	20.00	40.00 Major Streets
Utility Cuts - PASER Rating 9	per sq foot	20.00	60.00 Major Streets
Utility Cuts - PASER Rating 10	per sq foot	20.00	80.00 Major Streets
Short Term	per sq foot	20.00	12.10 Major Streets
Material Handling Fee - Non Salt	\$/ton	0.00	3.60 Major Streets

FY 2009 FEE CHANGES

Anticipated Revenues Have Been Incorporated Into Fund Estimates		From Current <u>FY08</u>	To Proposed <u>FY09</u>	<u>Fund</u>
Local Streets Fund (203)				
Utility Cuts				
Utility Cuts - PASER Rating < 8	reference - no change	10.00	10.00	Local Streets
Utility Cuts - PASER Rating 8	per sq foot	10.00	20.00	Local Streets
Utility Cuts - PASER Rating 9	per sq foot	10.00	30.00	Local Streets
Utility Cuts - PASER Rating 10	per sq foot	10.00	40.00	Local Streets
Short Term	per sq foot	20.00	8.60	Local Streets
Material Handling Fee - Non Salt	\$/ton	0.00	3.60	Local Streets
PND - Building Safety Fund (249)				
Plumbing Permit Sewer Lead Inspection Fee	first 1-75 feet	0.00	150.00	Building Safety
	additional/foot > 75 ft	0.00	1.50	Building Safety
Parks - Cemetery Fund (516)				
Grave Openings - Saturday (all)		135.00	200.00	Cemeteries Fund
Grave Openings - Sunday/Late Saturday (all)		250.00	300.00	Cemeteries Fund
Public Service - Refuse Fund (596)				
Blue Cart Daily Special Event				
Daily 65 gallon	daily	0.00	15.00	Refuse Fund
Daily 30 yard (rolloff dumpster)	daily	0.00	502.00	Refuse Fund
Cart Repossession Fee	one-time	20.00	27.00	Refuse Fund
Public Service - Recycling Fund (597)				
Top Soil Sales	cubic yard	0.00	12.00	Recycling Fund
The following fees were included in the Mayor's proposed budget, but were <i>not</i> adopted. They can be referenced in the Budget Resolution included in this section.				
Trash Bags - sale of service		1.75	1.80	Refuse Fund
Blue Cart Service Fee				
Blue Cart 21 gallon	quarterly	36.00	37.00	Refuse Fund
Blue Cart 32 gallon	quarterly	38.00	39.00	Refuse Fund
Blue Cart 65 gallon	quarterly	43.00	44.00	Refuse Fund
Blue Cart 95 gallon	quarterly	49.00	50.00	Refuse Fund
Recycling Collection Fee	annually	74.50	77.25	Recycling Fund

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